

MFG/PRO® eB

Customer Schedules

TRAINING GUIDE



70-2796A
MFG/PRO eB
Database: Train
January 2001

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About This Course



Course Description

QAD designed this course to cover the basics of preparing to implement customer schedules in MFG/PRO. The course includes:

- An introduction to customer schedules
- An overview of key business considerations
- Setting up customer schedules
- Operating customer schedules
- References to other QAD materials
- Activities and exercises throughout the course
 - Students practice key concepts and processes in customer schedules

Students learn how to:

- Analyze some key business decisions before setting up customer schedules
- Setup and operate customer schedules

Who Should Attend This Course

- Implementation consultants
- Members of implementation teams
- Key users
- Information Systems (IS staff who support the EDI/EDI ECommerce interfaces)

Prerequisites

- *Initial MFG/PRO Setup* training course
- Basic knowledge of:
 - Hardware and network configurations
 - MFG/PRO as it is used in the business
- Working knowledge of:
 - The manufacturing industry in general

Note Students unfamiliar with MFG/PRO should work through the User Interface Guide before attending this class.

Approximate Length of Course

- This course is designed to be taught in two days

Topics Covered

Set Up

- Item Records
- Customer Records
- Customer Calendars
- Customer Order Periods
- Dock Addresses
- Site Ship-From IDs
- Shipping Label Templates
- Control Files
- Requirement Detail Categories
- Configured Messages
- Scheduled Orders

Process Customer Schedules

- Receive Schedule Releases
- Create Required Ship Schedule
- Run MRP

Process Customer Schedule Shipments

- Create Containers
- Create Shipper
- Verify Shipper
- Print Shipping Labels
- Print Bill of Lading
- Confirm Shipper
- Send Shipper

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- Print Invoice

Special Processes

- Unconfirm Shipper
- Cumulative Totals
- Retrobilling

EDI

- Configure EDI Control File
- Purpose Codes
- Modify User-Edited Programs
- Trading Partners Parameters
- Site Ship-From ID

Related Courses

Initial MFG/PRO Setup
Best Pricing
Supplier Schedules
Sales Order Management
Purchase Order Management
Materials Requirements Planning
ECommerce

Certification Preparation

This course is one of several courses designed to assist students in preparing for QAD certification examinations. However, QAD does not guarantee anyone a passing grade as a result of having taken this course.

Students preparing for certification examinations should study all available materials (user guides, training guides, on-line help, for example) and acquire industry and field experience.

Using this Training Guide

Implementation consultants, members of implementation teams, and operators can use this guide in instructor-led classes, while knowledgeable consultants who want to learn about customer schedules can use this guide for self-study.

This training guide provides a road map for instruction and learning. It contains:

- Annotated PowerPoint slides for instructors
- MFG/PRO screens annotated for instructors to demonstrate the module's functionality
- References to other sections of this training guide and related training courses
- Exercises and study questions

Cross-Reference Icons

Additional Information



Directs students to another section of the current training guide



Cross-references another MFG/PRO training guide

Note Students may want to consult *User Guides* or on-line help during class, but this generally is not necessary.

Notes to Instructors

PowerPoint Slides

QAD created the slides using Microsoft® PowerPoint® 97. Instructors may want to animate text, graphics, and other objects on the slides to

- Focus on important points
- Control the flow of information
- Add interest and variety to the presentation

Clicking on *Animation Preview* on the *Slide Show* menu previews animation of text and objects. To customize slides, click on *Custom Animation* on the *Slide Show* menu.

PowerPoint Slide Icons



Informs instructors that another slide follows.

Exercises



Directs students to training exercises.



Announces that a lesson is complete; there are no more slides in the section.

Class Kit

Kit for Students

- Customer Schedules Training Guide, 70-2796A
- MFG/PRO eB GUI demo CD, 10-0631
 - Install the Database: Train for the exercises in this training course

Self-study students will require the following additional materials:

- *MFG/PRO User Guides* (printed material and compact disk are available from QAD Fulfillment, and electronic copies are available on the QAD website)
 - Volume 1 Introduction
 - Volume 7 Release Management
 - Volume 3 Manufacturing

Kit for Instructors

The instructor kit is the same as the student kit with the addition of the PowerPoint slides.

Configuration and Setup for This Course

For hardware requirements, refer to the Readme files on the MFG/PRO demo CDs.

Facilities

 Telephone/Fax	 Class Hours	 Emergency
 Messages	 Breaks	 EXIT
 Restrooms	 Parking	 Smoking

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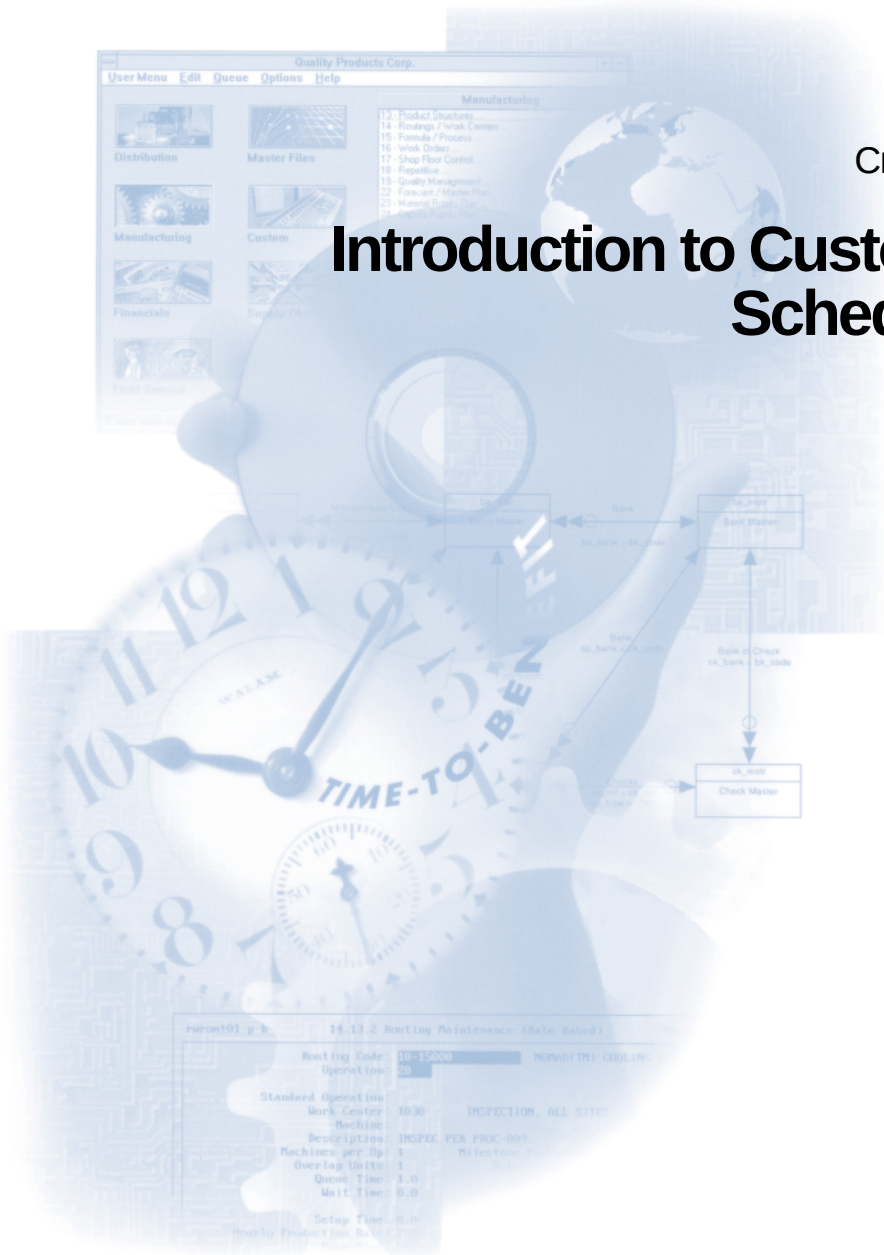
General Training Facilities Information

- Telephone or fax
- Messages
- Restrooms
- Class hours: start and finish times, and punctuality
- Breaks: frequency, approximate times
- Parking considerations; carpooling
- Emergency procedures: location of first aid, contact person for assistance
- Exit locations, building hours
- Location of approved smoking area

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CHAPTER 1

Introduction to Customer Schedules



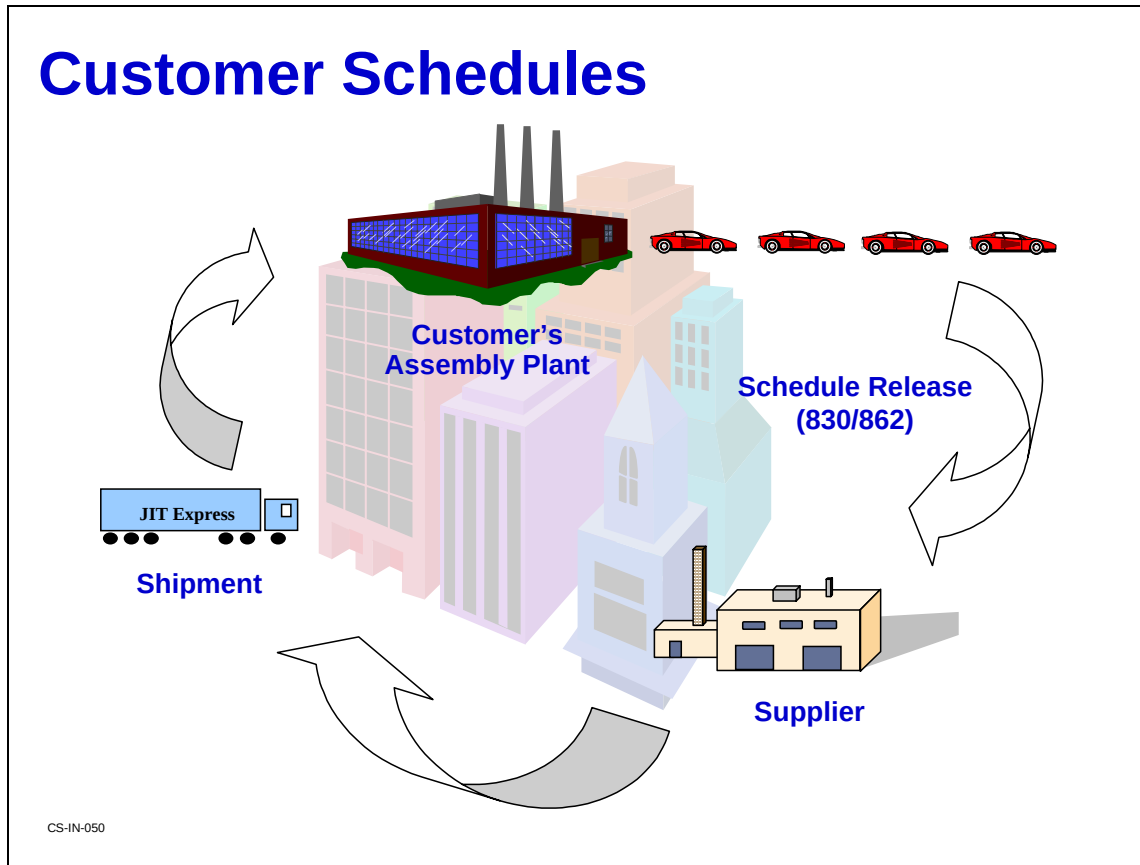


Course Overview

- ♦ Introduction to Customer Schedules
- ♦ Business Considerations
- ♦ Set up Customer Schedules
- ♦ Process Customer Schedules
- ♦ Process Customer Schedule Shipments

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Overview



Customer Schedules

Customer schedules are cumulative, schedule-driven sales orders with multiple line items from which releases of shipments are issued. They have their roots in practices developed by the automotive industry.

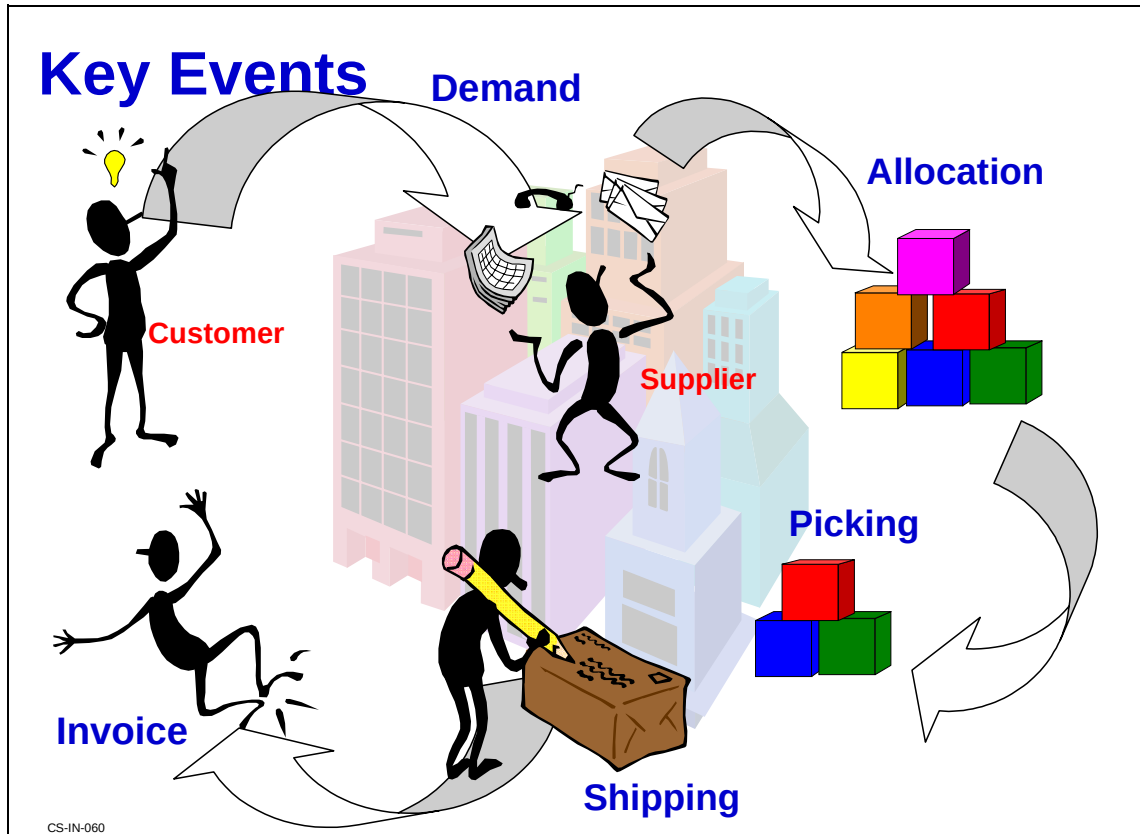
- The automotive industry requires the communication of releases and the sending of Advanced Ship Notices (ASNs)
 - Some companies pay from the ASN
- Customer schedules allow automotive companies to maintain an uninterrupted flow of work through manufacturing, while maintaining minimum levels of inventory

Companies using customer scheduling share a common profile:

- High production volumes
- Long term commitments with suppliers
- Frequent shipments from suppliers
- Normally use EDI or ECommerce

When using customer schedules, the customer sends demand using shipping (862) and/or planning (830) schedules instead of a separate sales order for every date required. The schedules provide a long-term forecast of planned requirements plus the short-term or immediate shipping requirements. Schedules can also include information such as authorization quantities, recent customer receipt quantities, and special delivery requirements.

Planning schedules usually cover a time period of 2 to 6 months. Shipping schedules cover a shorter time period, usually 5 to 10 days.



Key Events

- Customer places an order with the supplier
- Supplier creates a scheduled order
- Customer sends demand
 - Shipping schedule (short-term demand)
 - Planning schedule (long-term demand)
- Supplier
 - Determines requirements
 - Allocates and picks materials
 - Ships order
 - Invoices customer

Terminology



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Terminology

Advanced Ship Notice (ASN)

An electronic document derived from a shipper document and sent by a supplier to a customer when a shipment leaves the supplier site, informing the customer that the shipment is on the way. Also called an 856 Transaction Set per ANSI ASC X12. An ASN takes the place of an invoice in some supplier-customer arrangements.

ANSI

American National Standards Institute, the United States organization responsible for approving National Standards and the parent organization of ASC X12. This group is the recognized coordinator and clearinghouse for information in the U.S. and, in some cases, Canadian national

business standards. It also serves as the North American representative to the International Organization of Standardization (ISO).

ASC X12

American National Standards Institute Accredited Standards Committee X12. This committee develops and maintains U.S. generic standards for electronic data interchange. Generically, X12 refers to any of the standards that have been published by the ANSI ASC X12 committee as well as any of the industry-specific standards that are a subset of any ANSI X12 standard.

Bill of Lading (BOL)

Detailed breakdown of a shipment. For example, products shipped, total weight of product, and containers used for packing. Typically, this is a third-party carrier's contract and receipt for goods transported between two points and deliverable to a specified individual.

Cumulative Accounting

A method of tracking shipments and receipts in which trading partners maintain running totals of required and shipped/received quantities.

Electronic Data Interchange (EDI)

An international protocol for electronically transmitting documents such as customer schedules, invoices, and ASNs between trading partners.

EDI ECommerce

The enhanced EDI component of MFG/PRO eB.

Firm Days

The number of days in a schedule firm interval. The schedule firm interval begins with the first day of a schedule release.

Netting

Calculating net requirements by subtracting quantity-on-hand (QOH) from gross requirements.

Netting Logic

The way in which the system calculates a required shipping schedule. There are four options.

- If 1, only shipping schedules are used
- If 2, only planning schedules are used
- If 3, planning and shipping schedules are combined, with the shipping schedule taking precedence where schedules overlap
 - Replace logic
- If 4, planning and shipping schedules are combined, with the greater of the shipping or planning schedule taking precedence where schedules overlap
 - Consume logic

ODETTE

Organization for Data Exchange by Teletransmission in Europe. The primary standards organization for automotive EDI or ECommerce in Europe.

Planning Schedule

A schedule used for moderate or long-term planning of production, materials, and resources. Shows weekly/monthly quantities and dates, and covers a time horizon from the present out 2–6 months.

Release

A schedule based on a scheduled order.

Required Ship Schedule (RSS)

A schedule containing customer requirements as derived from a customer's planning and ship schedule transmissions.

Retrobilling

The process of determining a net amount due by applying a price change to a range of historical invoices.

Scheduled Order

A specialized sales or purchase order with schedules attached to it and an indefinite life. Serves as the basis for customer and supplier schedules.

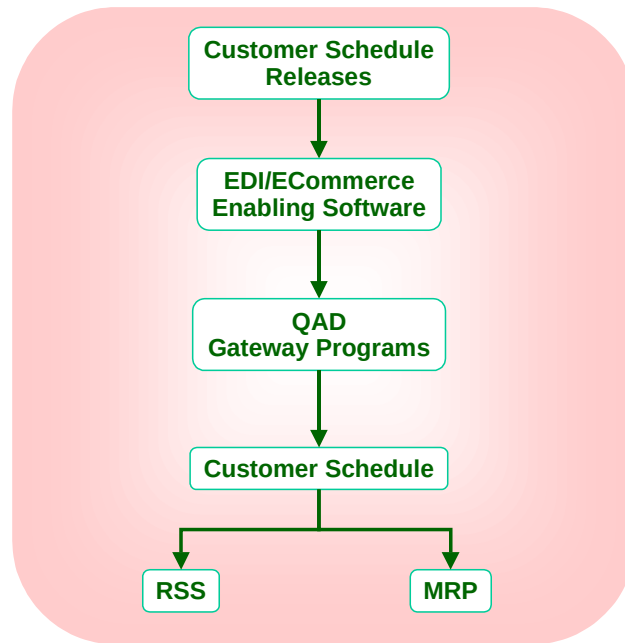
Shipping Schedule

Used for short-term planning of products, materials, and resources. Lists exact quantities with exact dates, usually covering a few days or weeks.

Trading Partner

A company with which another company engages in buying or selling.

Incoming Information Flow



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Information Flow

Incoming Information Flow

Customers communicate period-oriented demand by sending statements called releases.

- Releases are generally received using EDI or ECommerce

EDI or ECommerce enabling software is used to pull the releases from a customer's computer or electronic mailbox.

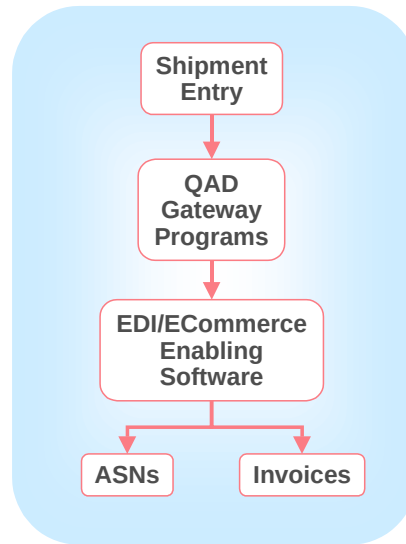
- Release information is then mapped through MFG/PRO's gateway programs into the customer schedule maintenance programs

Note Customers may have their own EDI or ECommerce requirements and signal standards which are handled by the EDI or ECommerce enabling software. Only the required information is passed to MFG/PRO.

After the releases are entered into the customer schedule maintenance programs:

- An RSS is generated to formulate the input for MRP

Outgoing Information Flow



If entering an ASN manually in a back-up system, the QAD Gateway programs will not be used.

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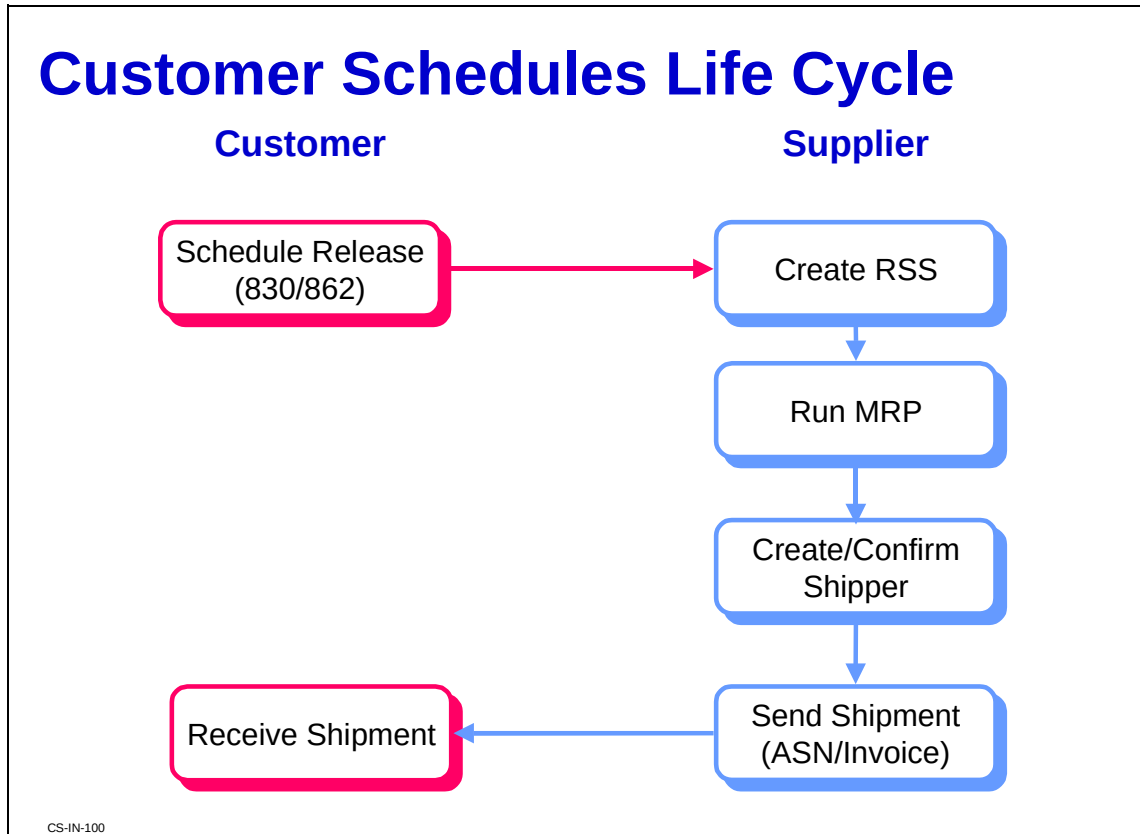
Outgoing Information Flow

Customers can require that an ASN is communicated by EDI or ECommerce when a shipment is made. This situation can occur:

- When there is significant transportation lead time
- Where the customer has software which can significantly reduce the keying input for receipt of goods

ASNs reduce the need for expediting at the customer end.

- Customer can see when goods are on the road
- If the customer's software allows, an ASN merely needs to be confirmed for items and quantities to make a receipt, rather than keying in all the details again
- Some customers pay from the ASN
 - Some customers also require invoices be sent via EDI or ECommerce



Customer Schedules Life Cycle

- Customer's schedule release initiates the process
 - Planning schedule
 - Shipping schedule
- Supplier generates an RSS and runs MRP
- The shipment is processed
 - Create pre-shippers/shippers
 - Confirm
- Supplier sends shipment
 - Sends an ASN or an invoice
- Customer receives shipment



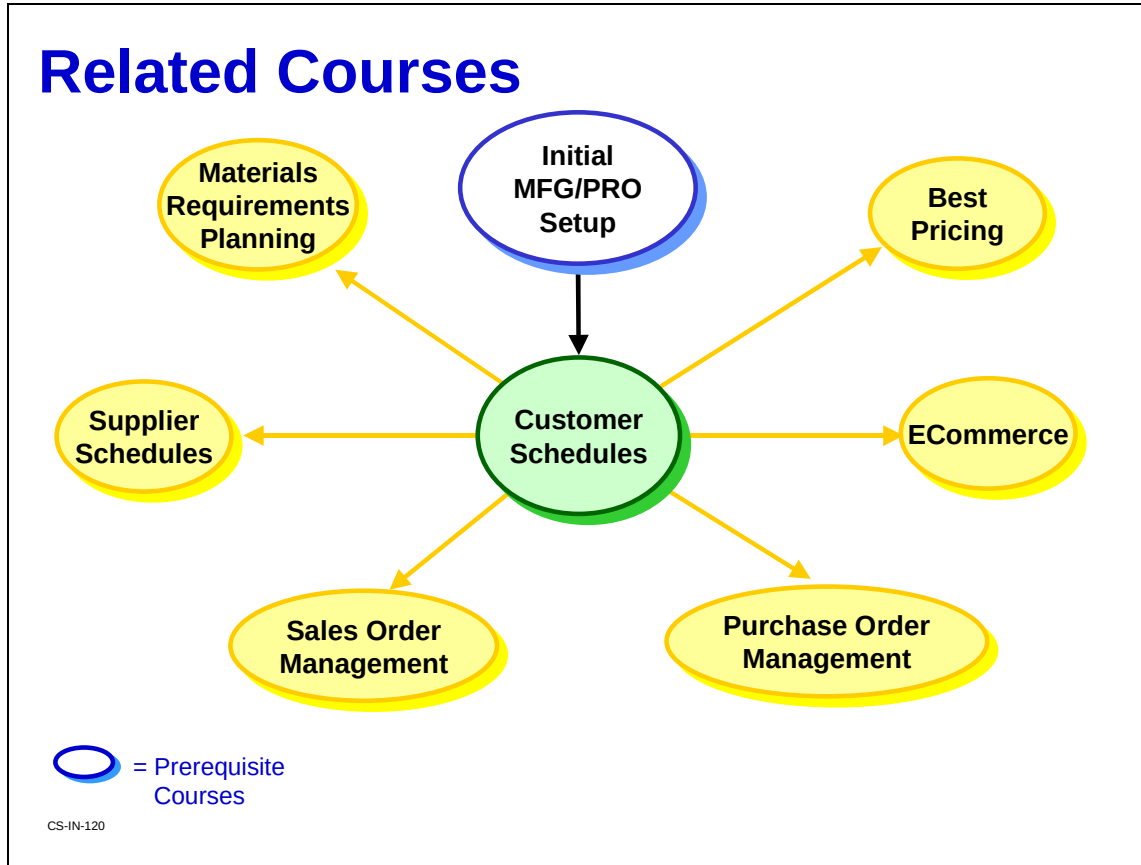
Course Objectives

In this class you learn how to:

- ♦ Identify some key business considerations before setting up Customer Schedules in MFG/PRO
- ♦ Set up Customer Schedules in MFG/PRO
- ♦ Process Customer Schedules in MFG/PRO
- ♦ Process Customer Schedule Shipments

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Course Objectives



Related Courses



Course Overview

- ✓ Introduction to Customer Schedules
- ◆ Business Considerations
- ◆ Set up Customer Schedules
- ◆ Process Customer Schedules
- ◆ Process Customer Schedule Shipments

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CHAPTER 2

Business Considerations





Business Considerations

In this section you learn how to:

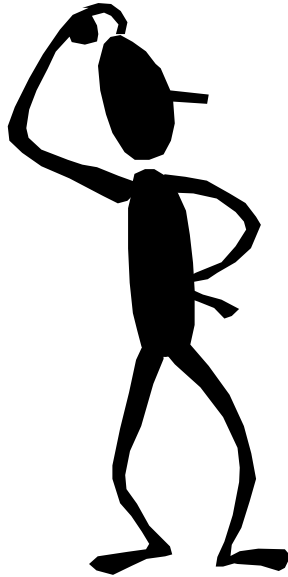
✓ Identify some key business considerations before setting up Customer Schedules

- ♦ Set up Customer Schedules in MFG/PRO
- ♦ Process Customer Schedules in MFG/PRO
- ♦ Process Customer Schedule Shipments

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Business Considerations

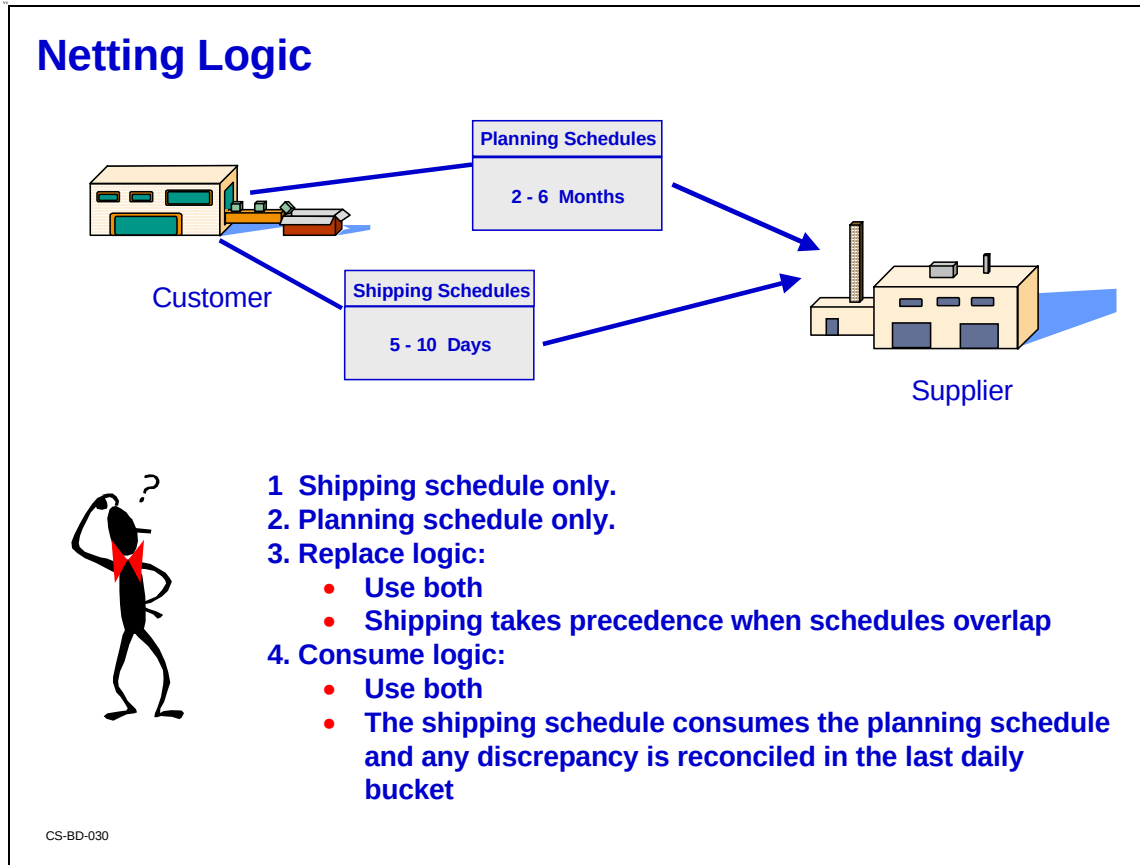
Business Considerations



- ♦ Netting Logic
- ♦ Tracking
- ♦ EDI ECommerce
- ♦ Containerization
- ♦ Price Lists

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There are several business considerations to look at before setting up MFG/PRO. This section does not discuss all potential considerations, but presents several to generate thought and discussion.



Netting Logic

Definition

The method MFG/PRO uses to calculate the required ship schedule (RSS). Required Ship Schedule Update 7.5.5 uses netting logic to interpret quantities from the planning and shipping schedules and arrive at the correct input for MRP.

Why Consider?

- Customer sends both a planning and a shipping schedule
 - Need to tell system how to handle the schedules when calculating the RSS

Functionality in MFG/PRO

- Determines which schedule to use to calculate the RSS
- Determines how to handle overlap in planning and shipping schedules, if customer sends both

Setup Implications

- Scheduled Order Maintenance 7.3.13 needs to reflect the netting logic used for this customer's scheduled order
 - Each schedule can have a different netting logic

Tracking – Cumulative Example

	January	February	March	April	May	June
Net Demand	1,000	1,000	1,000	1,000	1,000	1,000
Cumulative	1,000	2,000	3,000	4,000	5,000	6,000
	Cum Start					
Cum shipped = 2,500						
Net Required Qty.	0	0	500	1,000	1,000	1,000

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Tracking

Definition

Accounting method in which trading partners maintain totals of required and shipped/received quantities. There are two methods:

- Cumulative
- Non-Cumulative (i.e., based on net requirements)

Why Consider?

- Traditionally schedules in the automotive industry have been based on cumulative accounting
 - Total schedule quantity determined for a period, often a year
 - Effect of each shipment to a customer was calculated based on a cumulative total
- Today many business environments use release management to ship against specific requirements
 - Original equipment manufacturers (OEMs) in the automotive industry use a schedule releasing method that does not rely on cumulative quantities

Functionality in MFG/PRO

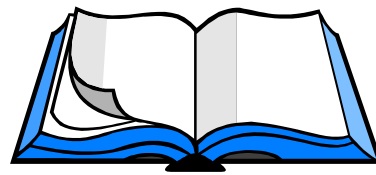
- Monitor received/shipped quantities
 - Quantities can be adjusted

Setup Implications

- Scheduled Order Maintenance 7.3.13 needs to be set up to reflect the accounting method

Tracking Terminology

- Cum Received
- Cum Required
- Cum Shipped
- Cum Start Date
- Cumulative Accounting
- Prior Cum Date
- Prior Cum Required



CS-BD-050

Tracking Terminology

Cum Received

The cumulative total received by the customer. Basically, the difference between Cum Shipped and Cum Received is the quantity of goods in transit at the time of schedule release creation. This can also cover goods which are the subject of a quality dispute or other disagreement.

Note MFG/PRO works from the viewpoint of Cum Shipped in demand calculations so that in-transit goods are not manufactured twice.

Cum Required

The gross cumulative quantity on order at any point in a customer schedule.

Cum Shipped

The cumulative total shipped by the supplier.

Cum Start Date

The date on which the scheduled order cumulative shipped and received was begun.

Cumulative Accounting

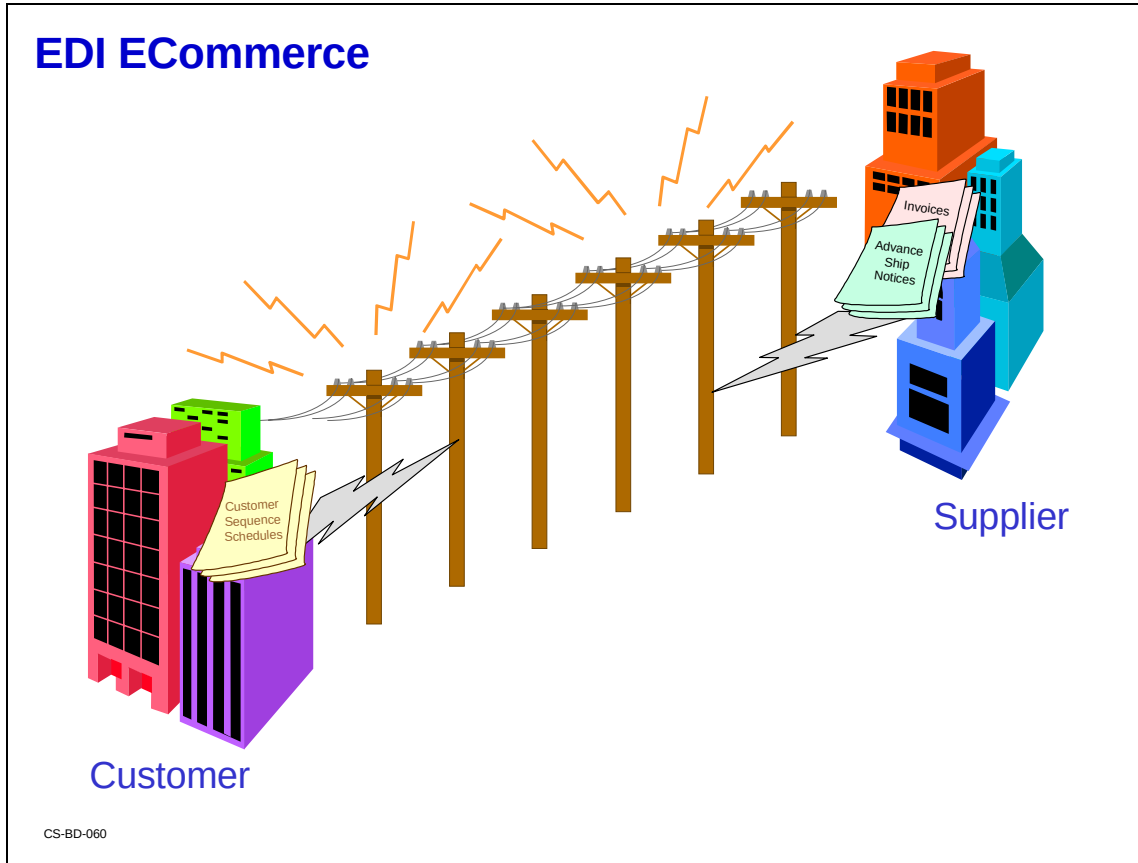
A generic term covering the calculations involved in arriving at running totals.

Prior Cum Date

Usually the day before creation of the schedule release. This date is the point of calculation of the current trading position, used to determine the Prior Cum Required quantity.

Prior Cum Required

The cumulative quantity on the whole order that was required by the customer by the Prior Cum Date. This, along with Cum Shipped, is used to calculate any back order which may exist.



EDI ECommerce

Definition of EDI

An international protocol defining the means and methods for electronic transmission of documents between trading partners. Documents are transmitted in a highly structured format that can be processed by computer software.

Definition of ECommerce

ECommerce is the interface between MFG/PRO and third-party EDI communications or translator products called EC subsystems. The ECommerce enhances the system's ability to manipulate, analyze, edit, and reprocess EDI data.

Why Consider?

- Time saving
 - Information processed faster
 - Shortened response times
- Reduced data input
 - Reduces errors
- Saves labor costs
 - Reduces/eliminates paperwork, fewer people are needed
- Lower inventory levels

Functionality in MFG/PRO

- Support import of customer sequence schedules
- Support export of invoices or ASNs

Setup Implications

- EDI/ECommerce software, files, etc., need to be setup

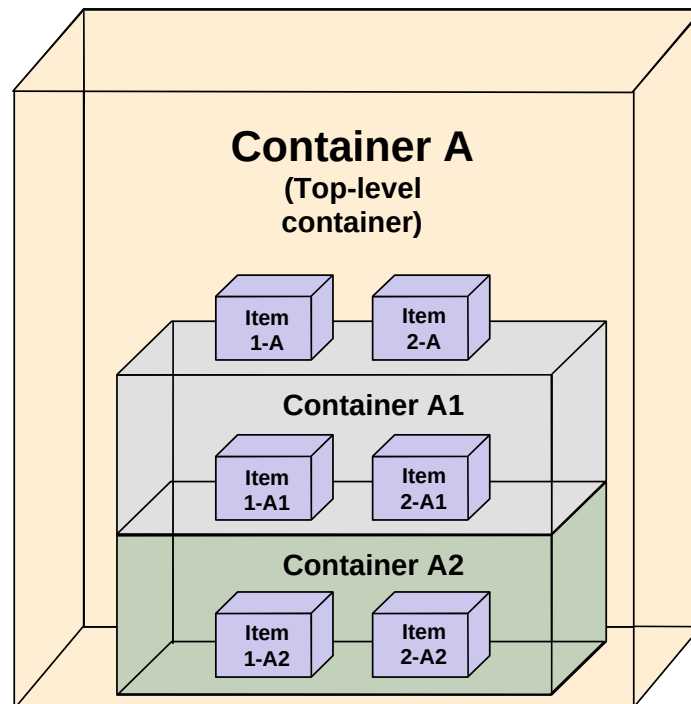


Discussed in the following Training Guide: EDI ECommerce



See in this training guide: *EDI Overview* on page 275

Containerization



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Containerization

Definition

A shipment method in which commodities are placed in containers, and after initial loading, are not rehandled until unloaded at the destination.

Why Consider?

Many businesses with fast paced, high volume shipping docks place finished goods into containers and warehouse the containers on-site. The containers and their contents are uniquely identified by a number assigned by the company.

For many automotive suppliers, an additional requirement is the ability to define the containers comprising a shipment. This is typically done at the end of the production sequence by attaching products to the containers. The containers are visible within the picking process and attached to the shipper document to satisfy requirements.

At the end of the production line, you can put the finished goods in containers and store them before shipping. At this point you can ship them to your customers by container or by a larger unit, such as a pallet of containers or a truckload.

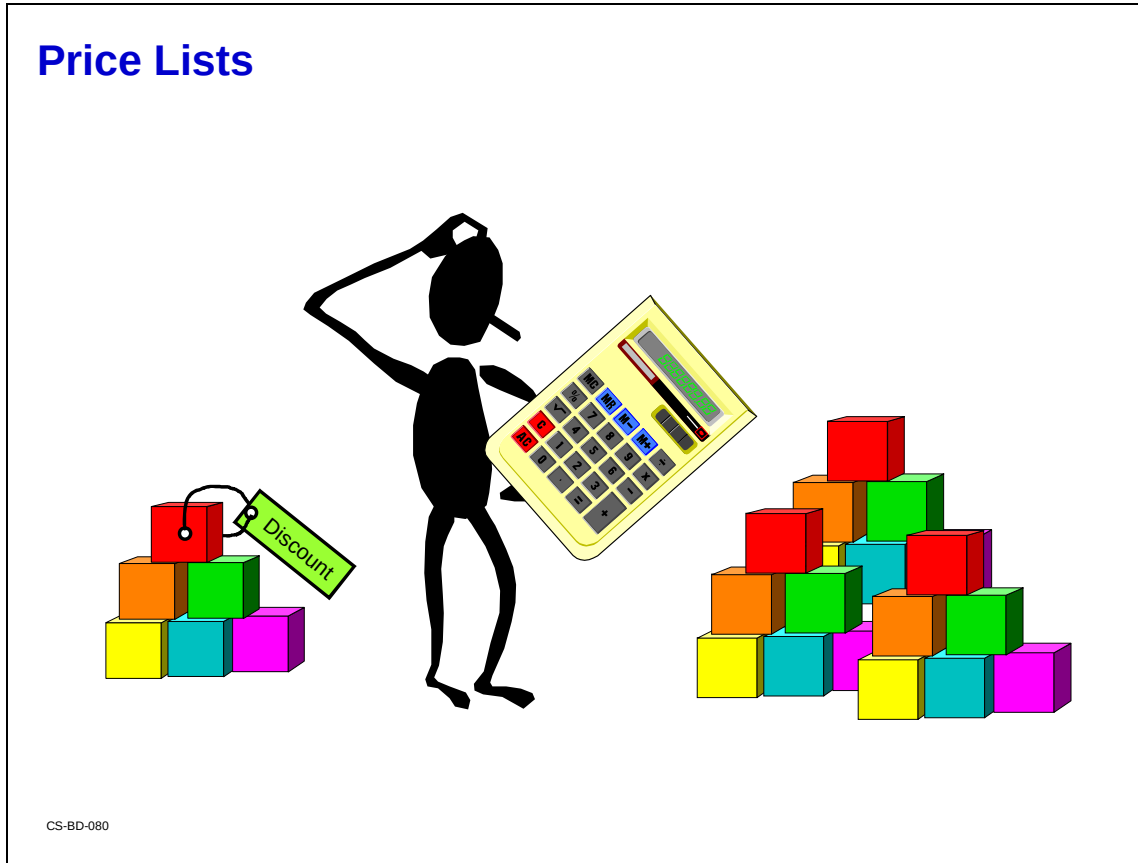
- You can track container to finished goods relationships throughout the shipping process

Functionality in MFG/PRO

- Package and store finished goods at the end of a production line and warehouse them in single-level containers before shipping
- Consolidate goods going to the same location
- Use shipping labels

Setup Implications

- Container item numbers need to be set up in Item Master Maintenance 1.4.1
- Shipping label templates can be set up
- Single level containers set up in Container Workbench 7.7.1
- Hierarchical containers set up in Pre-Shipper/Shipper Workbench 7.9.2



Price Lists

Definition

A price structure defining specific prices, discounts, and markups at different quantity levels. Can be stated in terms of company base currency or any other currency.

Why Consider?

Provide a convenient tool for inputting item prices for customers, without having to perpetually maintain the scheduled order.

- Scheduled order references a price list

Functionality in MFG/PRO

- The price list is maintained separately
 - Allows other departments to maintain prices, without having to access the scheduled order line
- Each item needs to be input on the price list with its relevant price

Setup Implications

- Price lists need to be set up in Price List Maintenance 1.10.2.1
 - Amount type must be set to P (Price) to be used with customer schedules
 - There are no price breaks
- Scheduled Order Maintenance 7.3.13 needs to be set up to reflect the price list

Review

- ♦ Processes and Procedures
- ♦ Reporting Requirements
- ♦ Customer Expectations
- ♦ Product Configuration

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Review



Course Overview

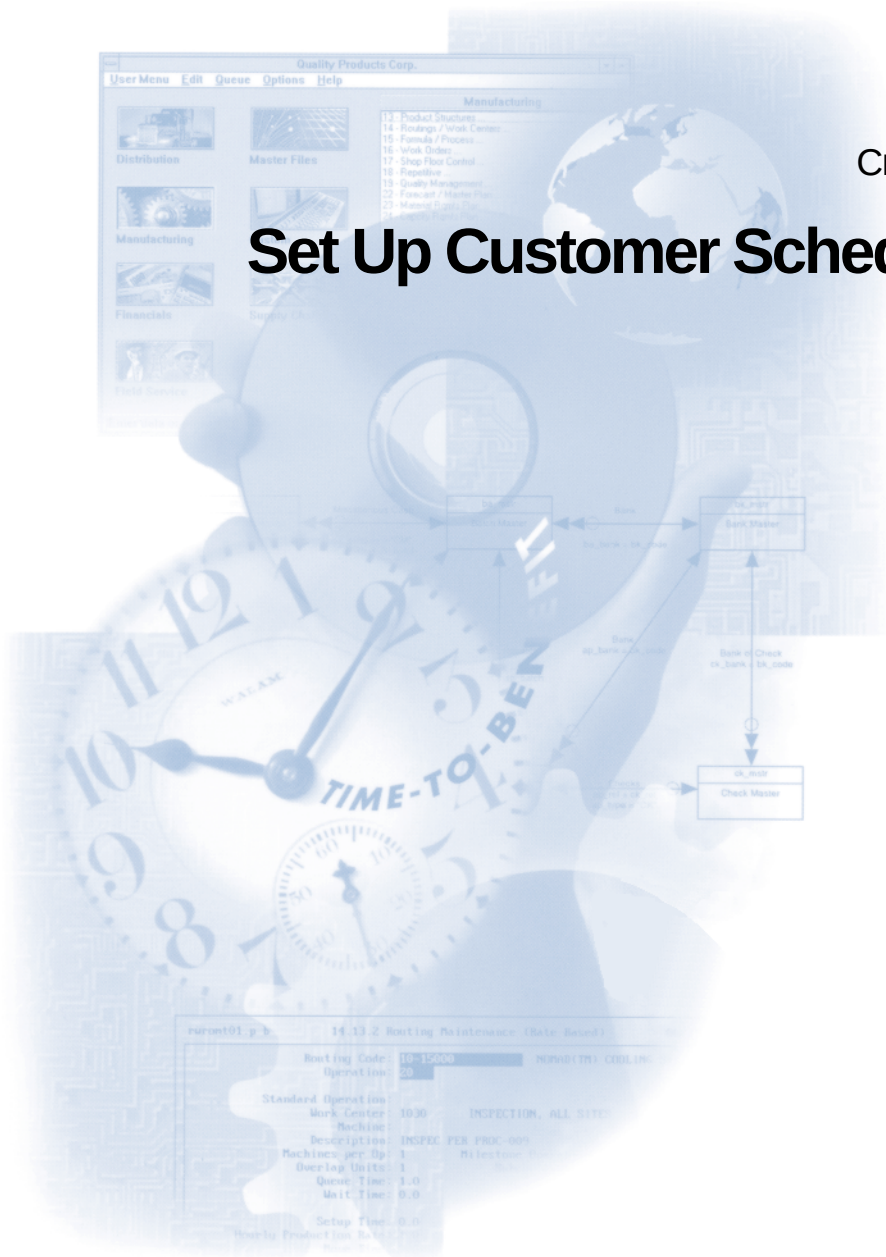
- ✓ Introduction to Customer Schedules
- ✓ Business Considerations
 - ◆ Set up Customer Schedules
 - ◆ Process Customer Schedules
 - ◆ Process Customer Schedule Shipments

CS-BD-100

Course Overview

CHAPTER 3

Set Up Customer Schedules





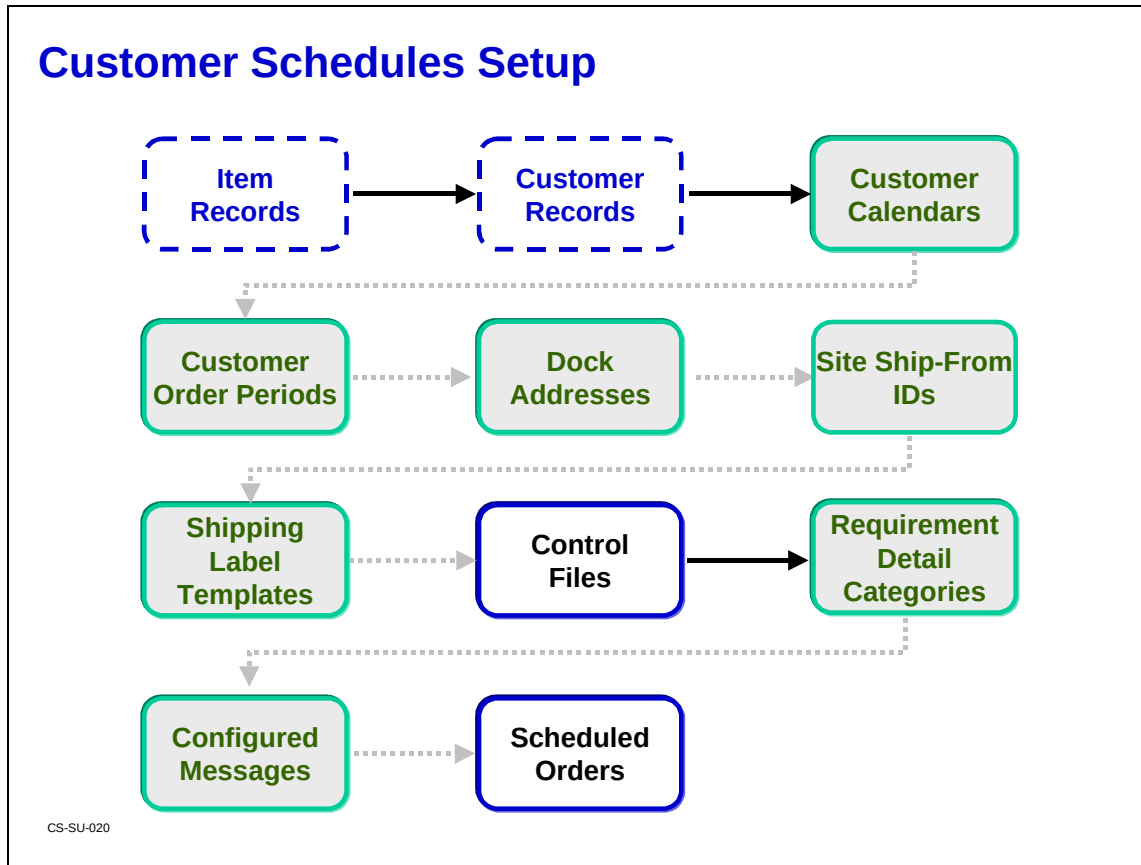
Set up Customer Schedules

In this section you learn how to:

- ✓ Identify some key business considerations before setting up Customer Schedules in MFG/PRO
- ✓ **Set up Customer Schedules in MFG/PRO**
 - ♦ Process Customer Schedules in MFG/PRO
 - ♦ Process Customer Schedule Shipments

CS-SU-010

Set up Customer Schedules



Customer Schedules Setup

This illustration is a suggested setup sequence of master files for customer schedules which is based on information that flows from one master file to another and prerequisites that need to be accomplished before setting up a file. Reading the illustration:



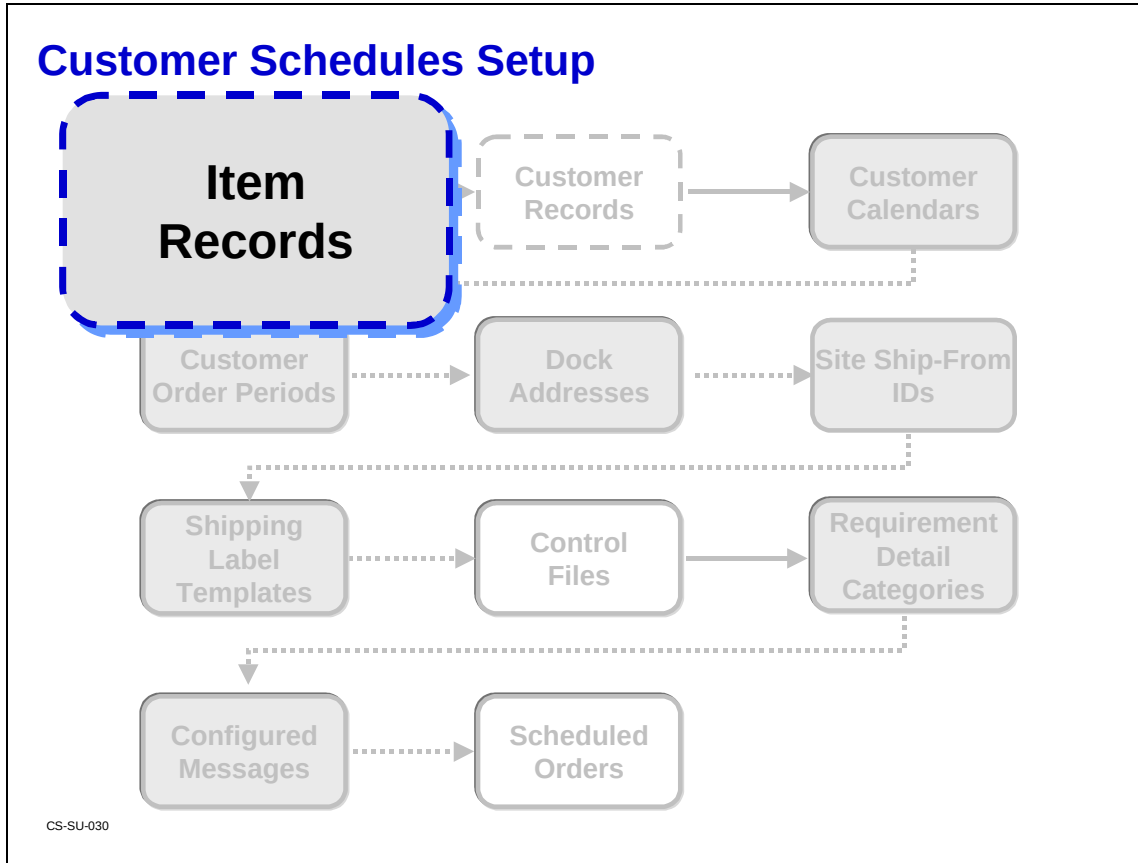
Boxes with solid lines are required for setup and are covered in this course.



Shaded boxes reflect optional steps, but are covered in this course.



Boxes with dotted lines are required, but are covered at length in another course.



Item Records

Before creating a scheduled order, item records must exist for all items and products stored in inventory that you will be shipping. The Item Master file contains records for all items, regardless of site. Item records hold the default information about items.

- If you are using shipping containers, you must set up container item numbers

To add item records, use one of the following:

- Item Master Maintenance 1.4.1
- Item Data Maintenance 1.4.3



Discussed in the following Training Guide: Initial MFG/PRO Set Up

Customer Items

Some customers have their own item numbers and they request you use or reference these numbers when shipping their order. In some cases, a customer may request you use an industry standard number.

To set up a cross-reference to a customer item number, use Customer Item Maintenance 1.16.

1.16 – Customer Item Maintenance

Customer Item Maintenance (1-Cust Item)

User Menu Edit Navigate Config Options Window Help

Description User Fields Browse

Customer:

Customer Item:

Item Number: **Must exist in Item Master File**

Comment:

Display Item: **Prints on Customer Schedule Shipper & ASNs**

ECO:

F1=Help F2=Go F5=Delete F9=Prev F10=Next ESC=End F12=Edit.

CS-SU-040

Customer Item Maintenance

Menu Number 1.16

Use Customer Item Maintenance to set up cross-references between:

- Your internal item numbers and your customer's item numbers
 - You can choose to have one or both item numbers appear on all sales and shipping paperwork

Note On sales quotes and sales orders the item number can only be 18 characters long.

- Internal numbering systems, industry standard (UPC), or marketing catalog numbers
 - By leaving the Customer field blank, the cross-reference will apply to all customers

Field Definitions

Customer

The customer code or ship-to code.

Customer Item

The item number used by the customer.

Note When EDI imports documents containing the customer's item number, if they use spaces in the item number, the spaces are removed. For example, if the customer's item number is XZY 1234 AAC, you would enter XZY1234AAC.

Item Number

Your internal item number. This is the item number being cross-referenced to the customer's item number.

Comment

Used for reference only.

Display Item

This shows how the customer wants their item number to print (e.g., on bar code labels). If the customer uses spaces in their item number, you would enter the item number, with spaces. For example, using the same item number as entered in the Customer Item field, you would enter XZY 1234 AAC.

ECO

The customer's engineering change number (ECO). This prints on the shipper.

Note Customer item numbers cannot be the same as your internal item numbers.



Important The data used in these exercises may not be the same as the data shown in the screen captures in this lesson. In an exercise, if a field is not listed, you can accept the default value or leave it blank.

Exercise: Customer Items

Description: Cross-references between the customer's item numbers and your own internal item numbers for the same items need to be set up.

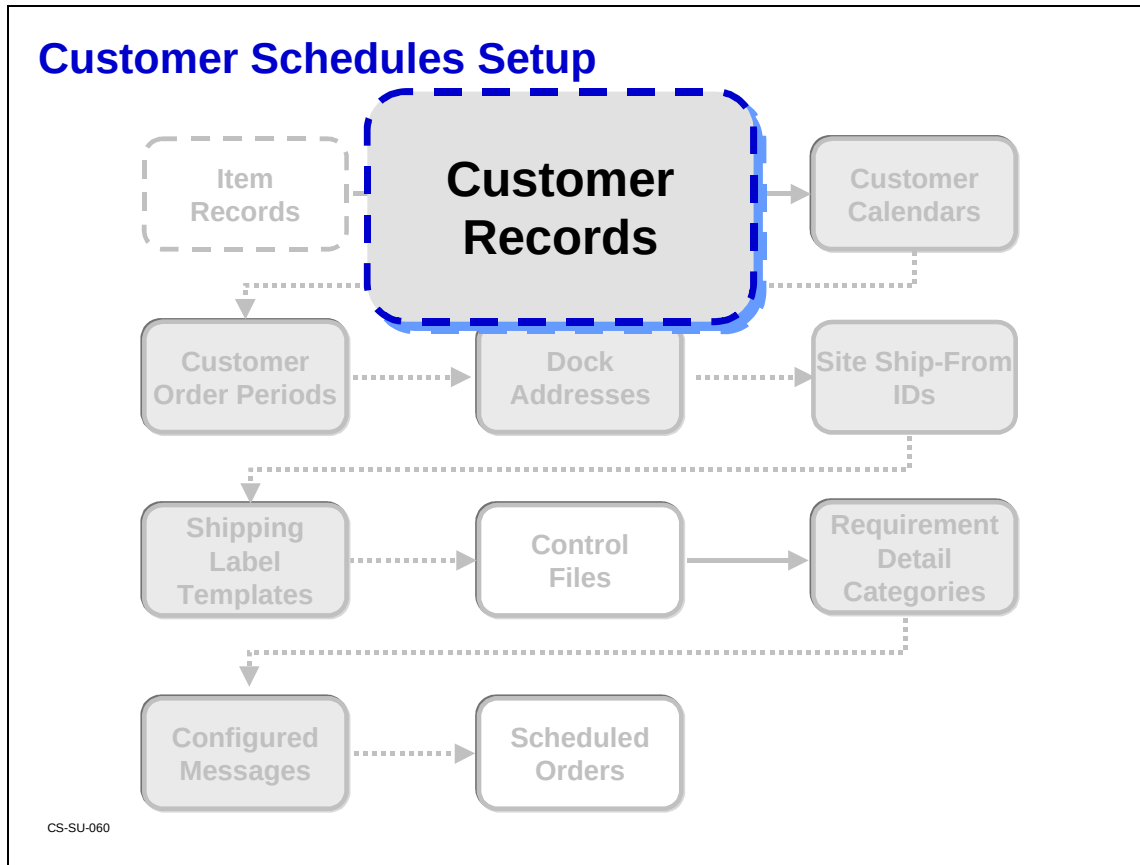
- 1 Customer 01000000 has its own internal item numbering system. Use their item numbers to create a cross-reference to your internal item numbers. There are two item numbers to be cross-referenced.

Customer Item	Item Number
PEN010	02-0005
ASB010	04-0005

Use Customer Item Maintenance, 1.16

- 2 Review the cross-references for each item.

Use Customer Item Browse/Inquiry, 1.17



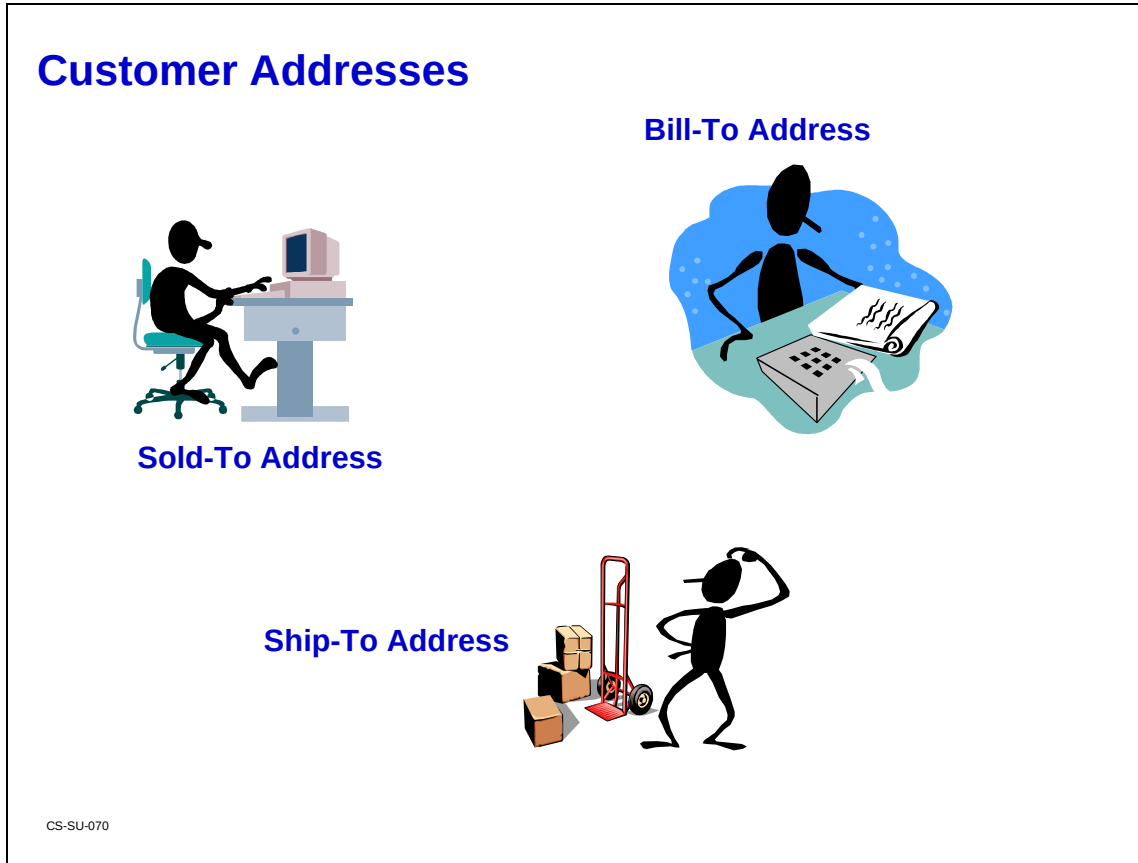
Customer Records

A customer record must exist for each of your customers. The system uses this information to identify the customer and to determine how to process the customer's order.

- Set up customer records in Customer Maintenance 2.1.1

Customer records contain customer information such as:

- Address
- General Data
- Credit Data
- Freight Data
- Bank Information



Customer Addresses

A customer scheduled order references three customer addresses:

- Sold-to
 - Places the order
- Bill-to
 - Pays the invoice
- Ship-to
 - Receives the order

These three addresses can all be the same or they can be different.

2.1.1 – Customer Maintenance: Sold-To Address Data

The screenshot shows the 'Customer Maintenance' window with the 'Customer Address' tab selected. A green box highlights the 'Customer' field with the value '10010001'. A green arrow points from this box to another green box labeled 'Sold-To Address'. The window displays the following data:

Customer Address			
Customer:	10010001		
Name:	Westwood Reliable		
Address:	Westwood Shopping Center		
Address:	77 Sunset Strip		
Address:	Block B-2		
City:	Westwood	State:	CA
Post:	89029	Format:	0
Country:	United States of America	USA	County:
County:	001		
Attention:	Rosetta Stone	[2]:	
Telephone:	213-923-0293	Ext:	[2]:
Fax/Telex:		[2]:	Ext:
			Added: 10/09/88

Customer Data			
Sort Name:	Westwood Reliable	Type:	1
Salespsn1:	JJP	Multiple:	no
Ship Via:	GROUND	Region:	US
AR Acct:	1200	Currency:	USD
Resale:	89-02-03 X88P	Dual Pricing Cur:	
Remarks:	STORE HOURS BETWEEN 10:30 AND 5 F		Site:
			10000
			Lang:

At the bottom of the window, a status bar displays the following keyboard shortcuts: F1=Help F2=Go ESC=End *Next/Prev* Ctrl-X/C/V=Cut-Copy-Paste

CS-SU-080

Sold-To Address

- Set up in Customer Maintenance 2.1.1
- Places the order
- Always entered first
- The following fields in the scheduled order default from the sold-to address unless you enter a different ship-to address:
 - Site
 - Language
 - Taxable (Y/N)
 - Salesperson
 - Remarks
 - Ship Via

2.1.1 – Customer Maintenance: Bill-To Address Data

Customer Maintenance

User Menu Edit Queue Options Help

Customer Address

Customer: 10010001

Name: WESTWOOD HALLMARK

Address: WESTWOOD SHOPPING CEN

Address: 70 SUNSET STRIP

Address: BLOCK B-2

City: WESTWOOD State: CA Post: 89029 Format: 0

Country: United States of America County: 001

Attention: MRS. SUSAN KNAPPER [2]:

Telephone: 213-923-0293 Ext: [2]: Ext:

Fax/Telex: [2]: Added: 10/09/88

Customer Credit Data

Credit Limit: 1,000 Disc %: 0.00%

Terms: 30 Finance Chg: yes Last Credit Review: / /

Credit Hold: no Statement: yes Last Credit Update: 12/16/94

Credit Rating: 3 Stmt Cycle: 1 High Credit: 1,000

DB Number: Dun Letter: yes High Date: 02/10/94

PO Required: no Last Payment: Last Sale:

Bill-To:

F1=Help F2=Go ESC=End Ctrl-X=Cut Ctrl-C=Copy Ctrl-V=Paste

CS-SU-090

Bill-To Address

- Pays the invoices
- Set up in Customer Maintenance if different from the sold-to
- Defaults to sold-to, unless you assign a different bill-to on the sold-to record
- Determines the default credit terms and currency and the Accounts Receivable account

Ship-To Address

- Receives the order
- Defaults to sold-to, unless you assign a different ship-to
- Can set up alternate ship-to addresses in Customer Ship-to Maintenance 2.1.13
- Can set up the ship-to in Customer Maintenance if information such as language, currency, etc., are different from the sold-to

2.1.13 – Customer Ship-to Maintenance: Ship-To Address

Customer Ship-to Maintenance

User Menu Edit Queue Options Help

Customer Address

Customer: 10010001
 Name: Westwood Reliable
 Address: Westwood Shopping Center
 Address: 77 Sunset Strip
 City: Westwood
 County: LA
 State: CA 400
 Country: U.S.A
 Post: 89029 Format: 0

Customer Ship-To

Code: 1000001 Temporary: no
 Name: Westwood Reliable
 Address: Westwood Shopping Center
 Address: 77 Sunset Strip
 Address:
 City: Westwood State: CA
 Country: U.S.A.
 Attention: Clerk/Receiver
 Telephone: Ext:
 Fax/Telex:
 Sort Name: Westwood Reliable
 Post: 89029 Format: 0
 County:
 [2]:
 [2]: Ext:
 [2]: Language:

F1=Help F2=Go ESC=End F5=Delete Ctrl-X/C/V=Cut-Copy-Paste

CS-SU-100

Customer Ship-to Maintenance

Menu Number 2.1.13

Sometimes there is more than one ship-to address for a single sold-to or bill-to customer. You can set up an alternate ship-to address for your customer using Customer Ship-to Maintenance.

- This links the customer's ship-to address with the customer's sold-to address (set up in Customer Maintenance 2.1.1)
- Alternate ship-to address references can be set up in advance or entered as needed for one-time drop shipments
- You can set up more than one ship-to address for a customer
- You can also set up a temporary ship-to address

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- Set Temporary flag to Yes
- Temporary addresses are deleted automatically by Closed AR Delete/Archive 27.23 when no other open records for that address exist
- Temporary Ship-to addresses can be changed to permanent by changing the Temporary flag to No

2.1.1– Customer Maintenance: Customer Data

Customer Maintenance

User Menu Edit Queue Options Help

Customer: Address

Customer: 10010001
 Name: Westwood Reliable
 Address: Westwood Shopping Center
 Address: 77 Sunset Strip
 Address: Block B-2
 City: Westwood State: CA Post: 89029 Format: 0
 Country: United States of America USA County: 001
 Attention: Rosetta Stone [2]:
 Telephone: 213-923-0293 Ext: [2]: Ext:
 Fax/Telex: [2]: Added: 10/09/88

Customer Data

Sort Name: Westwood Reliable Type: 1
 Salespsn1: JJP Multiple: no Region: US
 Ship Via: GROUND Currency: USD
 AR Acct: 1200 Dual Pricing Cur:
 Resale: 89-02-03 X88P Site: 10000
 Remarks: STORE HOURS BETWEEN 10:30 AND 5 F Lang:

Customer Data

Taxable: no
 Price Tbl:
 Disc Tbl: 10
 Fixed Price: yes
 Class:
 Partial OK: yes

F1=Help F2=Go ES

CS-SU-110

Customer Maintenance

Menu Number 2.1.1

Use Customer Maintenance to set up a customer record. There are several frames:

- Header
- Customer Data
- Customer Credit Data
- Customer Freight Data
- Address Tax Data
- Enterprise Material Transfer Data

- Bank Accounts

Header Frame

The information in the header frame identifies the customer and provides address and contact information. The address entered here becomes the sold-to address.

- General customer data

Customer Data Frames

There are two Customer Data frames. These frames contain information such as:

- Salesperson
- AR Acct
- Currency and Language codes
 - If customer is located in a different country, use to define their currency and language
- Site
 - Default ship-from site
- Price and Discount Table
 - Customer schedules only use type P (fixed discount prices) discount tables created in Price List Maintenance 1.10.2.1

Note The price used is the price in effect at the time of shipment, not when you receive the schedule.

2.1.1– Customer Maintenance: Customer Credit Data Frame

Customer Maintenance

User Menu Edit Queue Options Help

Customer Address

Customer: 10010001
 Name: WESTWOOD HALLMARK
 Address: WESTWOOD SHOPPING CEN
 Address: 70 SUNSET STRIP
 Address: BLOCK B-2
 City: WESTWOOD State: CA Post: 89029 Format:
 Country: United States of America County: 001
 Attention: MRS. SUSAN KNAPPER [2]:
 Telephone: 213-923-0293 Ext: [2]:
 Fax/Telex: [2]: Added: 10/09/88

Customer Credit Data

Credit Limit: 1,000 Disc %: 0.00% Bill-To:
 Terms: 30 Finance Chg: yes Last Credit Review: / /
 Credit Hold: no Statement: yes Last Credit Update: 12/16/94
 Credit Rating: 3 Stmt Cycle: 1 High Credit: 1,000
 DB Number: Dun Letter: yes High Date: 02/10/94
 PO Required: no Last Payment: Last Sale:

F1=Help F2=Go ESC=End Ctrl-X=Cut Ctrl-C=Copy Ctrl-V=Paste

CS-SU-120

Customer Credit Data

Use the Customer Credit Data frame to enter the customer's credit information.

- The system accesses your customer's credit information during order entry

Note This is where you enter the address code representing the bill-to location for this customer (if it is different from the sold-to address).

2.1.1– Customer Maintenance: Customer Freight Data Frame

The screenshot shows a 'Customer Maintenance' window with a menu bar (User Menu, Edit, Queue, Options, Help) and a toolbar. The main area is divided into two sections. The top section, 'Customer Address', contains the following information:

- Customer: 1001000
- Name: Reliable Central Purchasing
- Address: Attention: Accounts Payable
- Address: 300000020 Century Blvd
- Address: P.O. Box 675
- City: Los Angeles State: CA Post: 89000 Format: 0
- Country: United States of America USA County: LA
- Attention: Mark Schnell [2]: Max Nichts
- Telephone: 213-920-0394 Ext: [2]: Ext:
- Fax/Telex: 213-920-0399 [2]: Added: 05/15/87

The bottom section, 'CUSTOMER FREIGHT DATA', is highlighted with a blue border and contains the following information:

- Freight List: UPS-Blue
- Min Frt Wt: 25
- Freight Terms: add

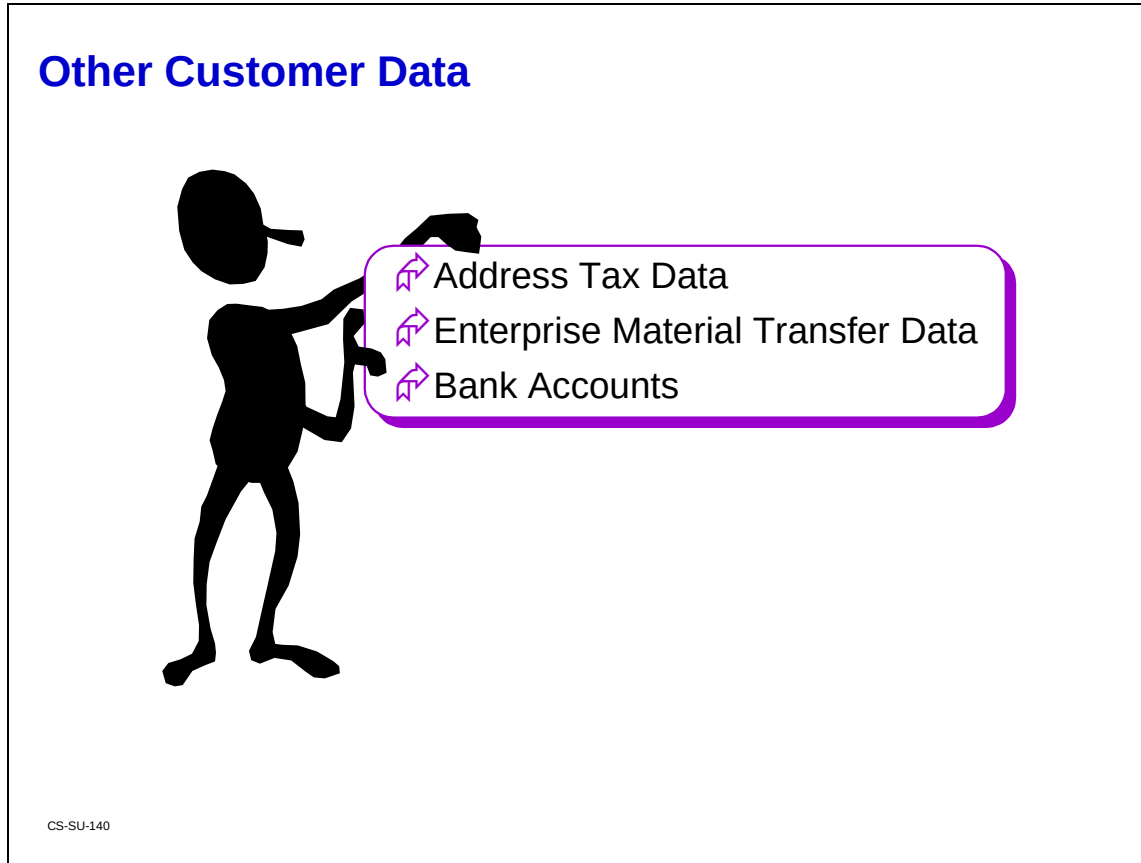
At the bottom of the window, a status bar displays the following keyboard shortcuts: F1=Help F2=Go ESC=End Ctrl-X=Cut Ctrl-C=Copy Ctrl-V=Paste.

CS-SU-130

Customer Freight Data Frame

Use the Customer Freight Data frame to enter freight information for the customer.

- The system accesses your customer's freight information during order entry



Address Tax Data Frame

Use the Address Tax Data frame to input Global Tax Management data.

Enterprise Material Data Frame



Discussed in the following Training Guide: Enterprise Material Transfer (EMT)

Bank Accounts Frame

You use the Bank Accounts frame to enter information for your customer's banks.

- Customer banks are the banks your customers use to pay your company electronically

MFG/PRO provides several features to support users who transfer funds electronically. You can set up and specify information in Customer/Supplier Bank Maintenance 2.21.1 for each bank's:

- Mailing address
- Tax IDs
- Electronic Data Interchange (EDI) IDs
- Multiple bank accounts for electronic funds transfers, etc.
- Branch code
- Account type
- Begin/end dates
- Record an unlimited number of customer banks

Note Accounts Receivable does not use customer banks in payment processing. However, you can record customer bank accounts in Customer Maintenance 2.1.1, for reference only.

You must customize your system to generate EFT files you send to your bank.



Important The data used in these exercises may not be the same as the data shown in the screen captures in this lesson. In an exercise, if a field is not listed, you can accept the default value or leave it blank.

Exercise: Customer Addresses

Description: The customer has a different location for receiving shipments. In this exercise set up the alternate ship-to location.

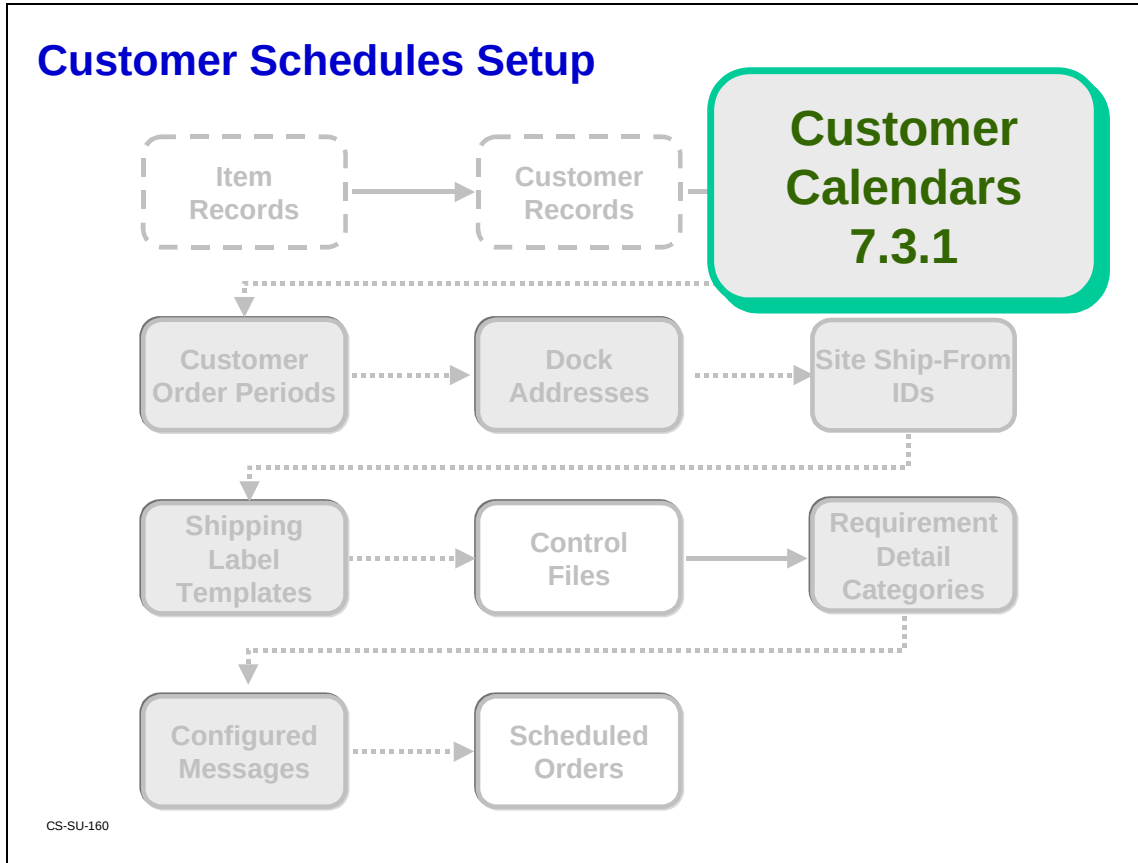
- 1 Customer 01000000 has a different location set up to receive shipments. Each is a permanent, alternate shipping address.

Field	Data
Code	10041
Address	75 Ocean Avenue
City	Ventura
State	CA
Post	93003
Country	USA
County	Ventura

Use Customer Ship-to Maintenance, 2.1.13

- 2 Review the ship-to address for customer 01000000.

Use Customer Ship-to Browse/Inquiry, 2.1.14



Customer Calendars

MFG/PRO allows you to define calendars matching your customer's work schedule (for the ship-to location). The system uses this calendar when calculating shipments for the customer. This calendar:

- Identifies the customer's holidays, shutdowns, hours, etc.
- Allows you to calculate a ship date acceptable to you and your customer

7.3.1 – Customer Calendar Maintenance

Work Day	Hours
Sunday: no	0.00
Monday: no	0.00
Tuesday: yes	8.00
Wednesday: yes	8.00
Thursday: yes	8.00
Friday: yes	8.00
Saturday: no	0.00

Operating Day Hour Exceptions

Reference:

Start: / /

End: Daily Hours:

Non-Operating Days

Date: / /

Description:

CS-SU-170

Customer Calendar Maintenance

Menu Number 7.3.1

Use Customer Calendar Maintenance to set up a customer calendar.

- Useful when a customer has a work schedule different from your company's work schedule
- Specify your customer's work days and their hours of operation
- Can specify exceptions to the customer's calendar

System checks the calendar when calculating the required ship schedule for the customer so releases do not occur on the customer's non-working days.

- If you do not set up a customer calendar, system uses your shop calendar (set up in Calendar Maintenance 36.2.5)

Two additional frames let you specify exceptions to your customer's regular work week:

- Operating Day Hour Exceptions
 - Specify exceptions to the regular work week (e.g., shutdown periods)
 - Specify a start and end date
 - Reference only, not used in schedule calculations
- Non-Operating Days
 - Specify a date

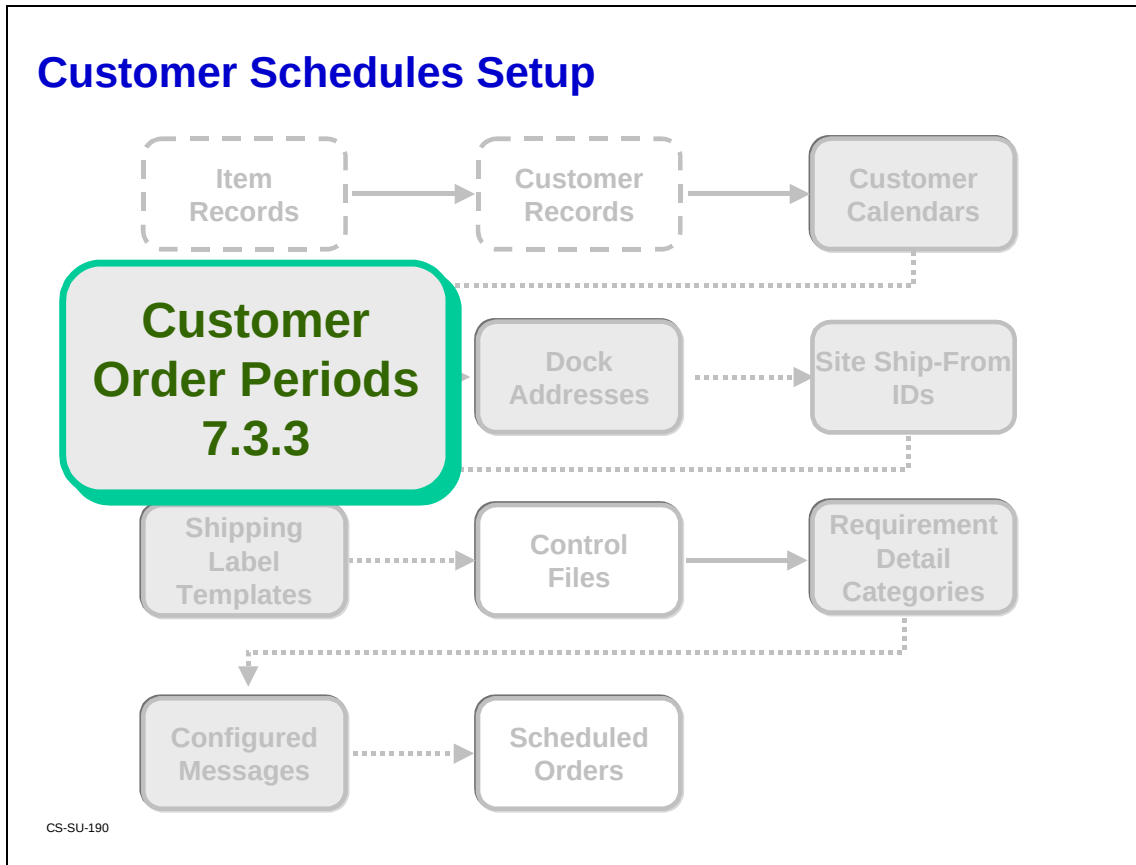


Important The data used in these exercises may not be the same as the data shown in the screen captures in this lesson. In an exercise, if a field is not listed, you can accept the default value or leave it blank.

Exercise: Customer Calendar

Description: The customer has a work scheduled different from your work schedule. Set up a calendar for the ship-to location.

- 1 Customer 01000000 operates two shifts Monday through Friday for a total of 16 hours per day. They also operate on Saturday for 8 hours. Set up a customer calendar for the ship-to location.
Use Customer Calendar Maintenance, 7.3.1
- 2 Review the customer calendar.
Use Customer Calendar Browse/Inquiry, 7.3.2



Customer Order Periods

Some customers divide their working year into periods (instead of using days, weeks, etc.). MFG/PRO lets you set up order period numbers that correspond to your customer's period numbers and are cross-referenced to dates you define.

- Once you set up order periods, you can match your shipment planning calendar to your customer's order periods
- Order periods can be defined per customer

7.3.3 – Customer Order Period Maintenance

Customer Order Period Maint

User Menu Edit Queue Options Help

Customer: Sold-To Sold-To Customer for Scheds.

Year: 1998

Period Type: M

Description: Monthly Calendar

Period	Start	Expire
1	01/01/98	31/01/98
2	01/02/98	28/02/98
3	01/03/98	31/03/98
4	01/04/98	30/04/98
5	01/05/98	31/05/98
6	01/06/98	30/06/98
7	01/07/98	31/07/98
8	01/08/98	31/08/98
9	01/09/98	30/09/98
10	01/10/98	31/10/98
11	01/11/98	30/11/98
12	01/12/98	31/12/98

F1=Help F2=Go ESC=End *Next/Prev* Ctrl-X/C/V=Cut-Copy-Paste

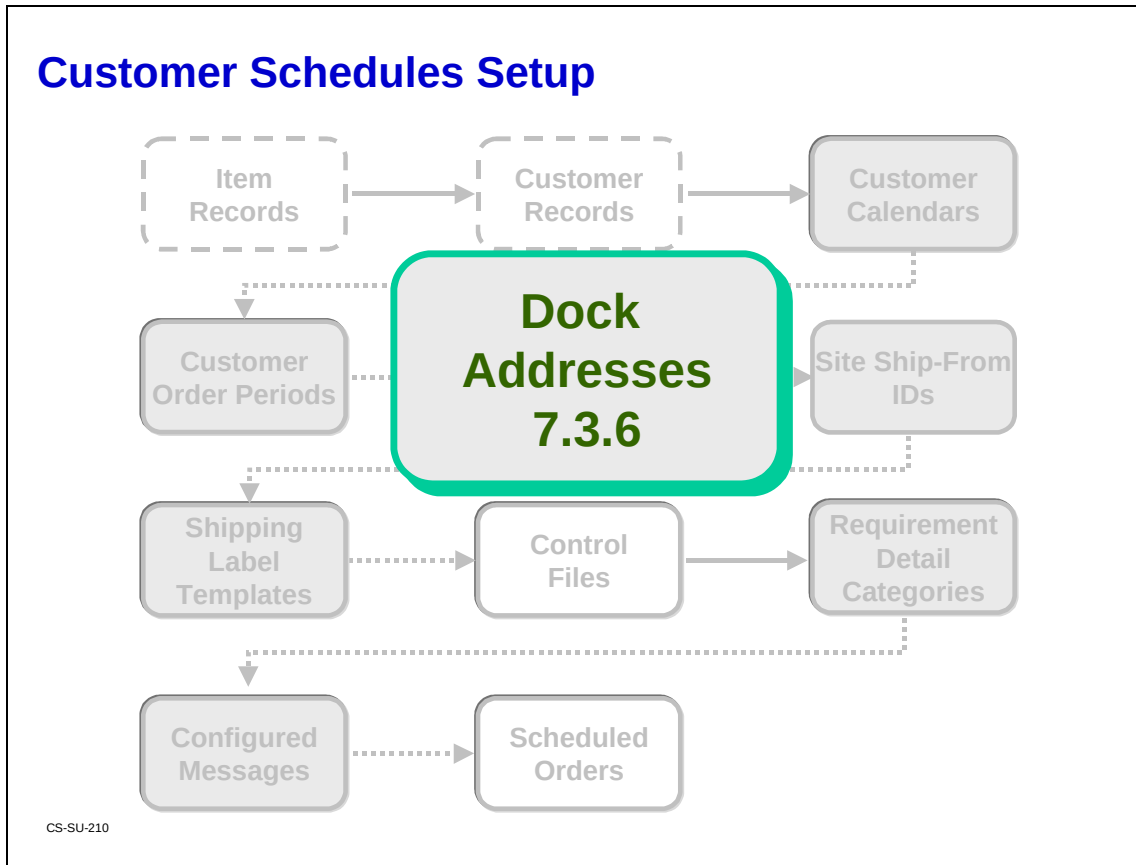
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Customer Order Period Maintenance

Menu Number 7.3.3

Use Customer Order Period Maintenance to set up order periods.

- In the first frame you link the period type to a customer
- In the second frame, you specify a period number and a corresponding time frame
 - Define the time frame by entering a start date and an end (expire) date



Dock Addresses

Sometimes a customer will have multiple delivery sites (e.g., stores, gates, or docks) at their ship-to location and request you ship to a specific dock. They may even have special docks set up to receive certain types of deliveries. MFG/PRO gives you the ability to set up one or more customer dock addresses.

- The dock address is used as an alternate to the customer's ship-to address

7.3.6 – Dock Maintenance

The screenshot shows the 'Dock Maintenance' window with the following fields and values:

Customer/Ship-To Address	
Cust/Ship: 001	customer
Name: PEI Computers Ltd.	County:
Address: 37 Atlantic Road	State:
City:	Country: Canada 1
	Post:
	Format: 0

Customer/Ship-To Dock	
Dock: 34	Temporary: no
Name: PEI Computers Ltd.	
Address:	
Address:	
Address:	
City:	State:
Country:	Post:
Attention:	Format: 1
Telephone:	County:
Fax/Telex:	[2]:
Sort Name: PEI Computers Ltd.	[2]:
	Ext:
	Language:

At the bottom of the window, a status bar displays: F1=Help F2=Go ESC=End F5=Delete Ctrl-X/C/V=Cut-Copy-Paste

CS-SU-220

Dock Maintenance

Menu Number 7.3.6

Use Dock Maintenance to set up individual dock addresses.

- Before defining a dock address, the ship-to address must exist
- A dock address on an order supersedes a ship-to address
- A ship-to address can have more than one dock address
- Tax calculations uses the ship-to address, not the dock address
- The dock address can be temporary or permanent
 - Set the Temporary flag to Yes to make it a temporary address

- Temporary addresses are deleted automatically by Closed AR Delete/Archive 27.23 when no other open records for that address exist
- Temporary dock addresses can be changed to permanent by changing the Temporary flag to No

Note Dock addresses must be unique throughout the system. That means you cannot use the same dock address for more than one customer.

You can use the dock address as the default ship-to for the order in Scheduled Order Maintenance 7.3.13.



Important The data used in these exercises may not be the same as the data shown in the screen captures in this lesson. In an exercise, if a field is not listed, you can accept the default value or leave it blank.

Exercise: Dock Addresses

Description: The customer's ship-to address has a receiving dock. This information needs to be set up as a dock address.

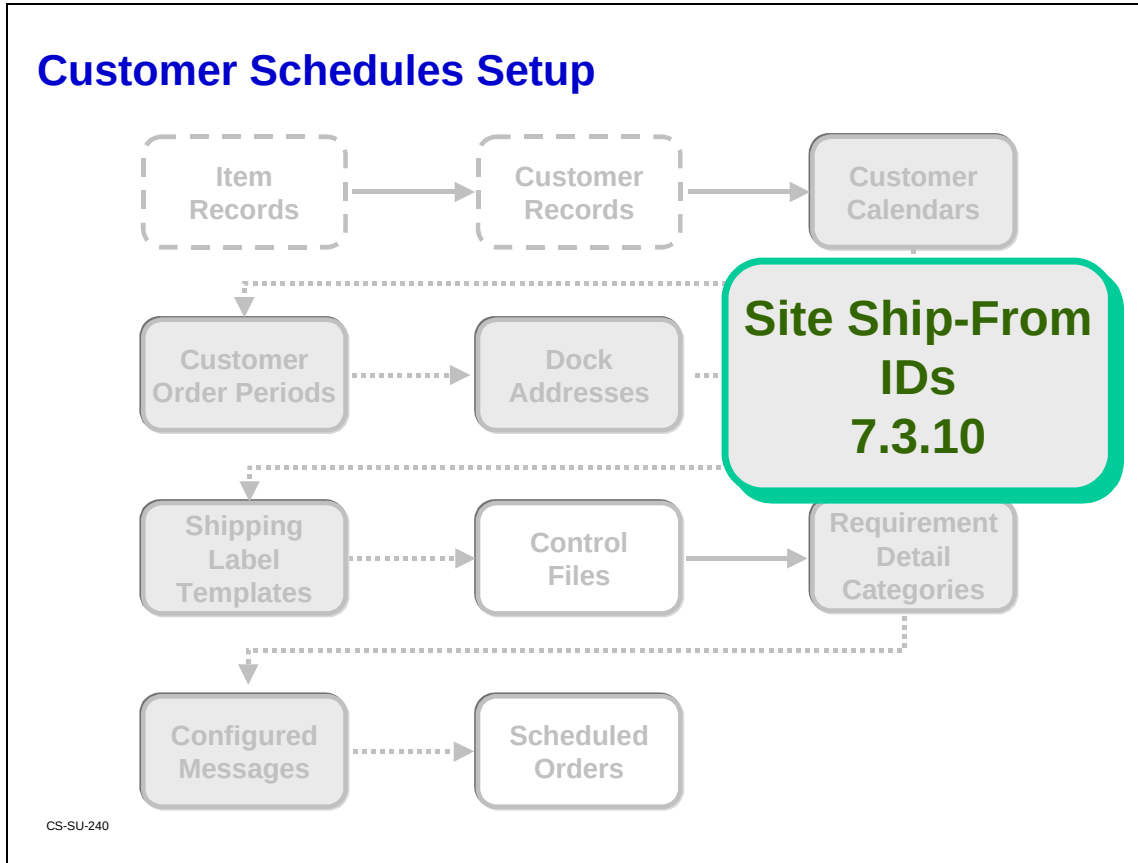
- 1 This is a permanent dock address.

Field	Data
Dock	VEN
Address	105 Seabreeze
City	Ventura
State	CA
Post	93003
<Country Code>	USA
County	Ventura

Use Dock Maintenance, 7.3.6

- 2 Review the dock address.

Use Dock Browse/Inquiry, 7.3.7



Site Ship-From IDs

Customers can have their own internal identification number for you and require that you use this number when sending shipments to them. MFG/PRO gives you the ability to create a cross-reference between your customer's ID number for you and an MFG/PRO internal site. This enables:

- Your customer to recognize you
- Your system to link the customer's ID number for you to a specific internal MFG/PRO site

7.3.10 – Site Ship-from ID Maintenance

Site Ship-from ID Maintenance

User Menu Edit Queue Options Help

Address: 001 PEI Computers Ltd.
Site: 10000 San Diego Main Plant

Site Shipping Label ID:
Site EDI ID:

F1=Help F2=Go ESC=End F5=Delete Ctrl-X/C/V=Cut-Copy-Paste

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Site Ship-from ID Maintenance

Menu Number 7.3.10

Use Site Ship-from ID Maintenance to create a cross-reference between your internal MFG/PRO site and the customer's ID for you.

Field Definitions

Address

Customer code or customer's ship-to code.

Site

MFG/PRO site code.

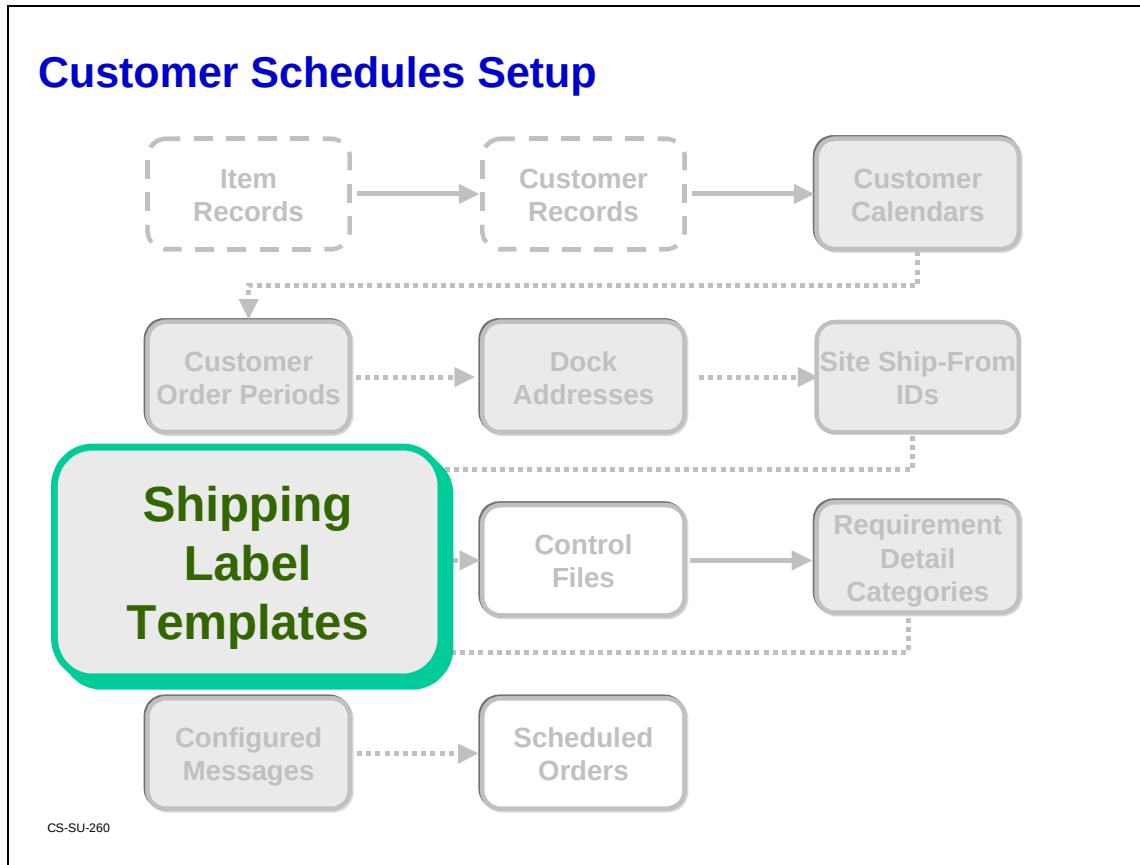
Site Shipping Label ID

ID assigned to the ship-from site (i.e., you, the supplier) by the customer. This shipping label ID is printed on the shipping label by Shipping Label Print 7.7.7.

Site EDI ID

EDI ID assigned to the ship-from site (i.e., you, the supplier) by the customer. When importing documents (Document Import 35.13), this ID identifies the ship-from site. Export function uses this ID to identify the ship-from site to the customer or ship-to destination.

Note Site Ship-from ID Maintenance is also found on the EDI menu as 35.2.



Shipping Label Templates

MFG/PRO gives you the ability to print shipping labels (i.e., bar code labels). Shipping labels enable shipments to be received with bar code readers. In some supplier-customer relationships, shipping labels can replace shipper documents used as packing lists.

You can print shipping labels for:

- Single-item number containers (contains a single item)
- Master containers (e.g., pallets) of single-item number sub-containers (each containing all the same item)
- Mixed content containers (different items on the same pallet)

Creating shipping labels involves:

- 1 Creating the template files.
- 2 Assigning data prefixes and specifying the location of the template files.
- 3 Printing the shipping labels.

Creating the Template Files

To use bar code labels for shipments, you first need to set up a shipping label template file for each type of label required by each customer. The template files control:

- Data format
- Bar size
- Printed boundary lines
- Other label printing information

The template files are specific to your:

- Operation
- Customer's bar code reading equipment
- Industry

To create the template files you can select from a wide array of bar code label design software. The software package provides its own requirements for creating the template.

Assign Data Prefixes and Template Files

You assign data prefixes and specify the location of the template files in Shipping Label Definition Maintenance 7.3.11.

Printing

Printing bar code labels requires you have either a bar code label design package (which converts data inputs and controls the printed output) or that you enter the printer control codes in the Bar Code Control frame of Printer Setup Maintenance 36.13.2.



Discussed in the following Training Guide: System Administration

7.3.11 – Shipping Label Definition Maintenance

Shipping Label Definition Maint

User Menu Edit Queue Options Help

Customer/Ship-To: ship-To1 Ship-To 1 for Sold-To
List Type: ship-to

Barcode Data Prefixes

Shipper ID: Customer Item:
Mixed Load Serial: Quantity:
Master Pack Serial: Customer PO:
Single Pack Serial: Supplier ID: 7

Special 1: Label:
Special 2: Label:
Special 3: Label:

Special Text Fields

Special 1 Label:
Special 2 Label:
Special 3 Label:
Special 4 Label:

Template Files

Mixed Load Label:
Master Pack Label:
Single Pack Label:

F1=Help F2=Go ESC=End *Next/Prev* Ctrl-X/C/V=Cut-Copy-Paste

CS-SU-270

Shipping Label Definition Maintenance

Menu Number 7.3.11

Use Shipping Label Definition Maintenance to enter data prefixes and to specify the location of the template files.

There are three frames you use to enter data:

- Barcode Data Prefixes
- Special Text Fields
- Template Files

Barcode Data Prefixes Frame

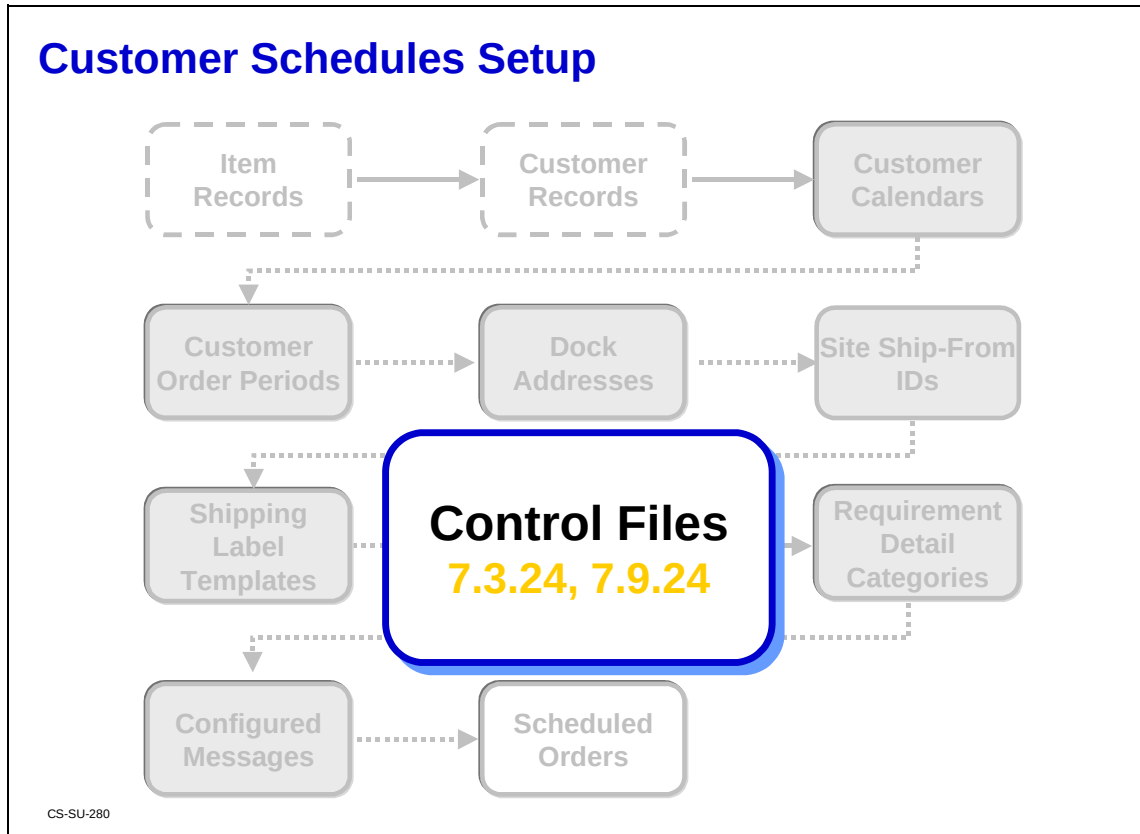
- Enter alphanumeric values for the system to use to create the correct bar code prefix for the customer's bar code receiving readers

Special Text Fields Frame

- Enter text for the system to print on the label (e.g., shipment or receiving instructions)

Template Files Frame

- Specify a template file containing the template values and link it to a label type (mixed, master, or single)
 - Template values correspond to an order's field values (For example, template value 000003 corresponds to customer item number.)
 - The system converts these template values to bar code label formats in Shipping Label Print 7.7.7



Control Files

Before you begin processing customer schedules, you need to set up certain default information for the system to use during processing. You use the control files to set up default information for:

- Pre-shipper sequence numbers
- Shipper sequence numbers
- Master billing of lading sequence ID
- Document formats
- Invoice processing
- Shipping labels

Also, it is in the control files that you indicate if inventory movement codes are required and if maintenance of SO trailer amounts are allowed.

7.3.24 – Customer Schedules Control File

The screenshot shows the 'Customer Schedules Control File' window. A red box labeled 'NRM Sequence Code' points to the 'Next Container' field, which contains '625'. Another red box highlights the 'Pre-Shipper Sequence ID: Pre', 'Shipper Sequence ID: SHP', and 'Master Bill Sequence ID: MBL' fields. A blue box labeled 'Invoice processing information' points to the 'Auto Invoice Post: yes' and 'Print Invoice: yes' fields. The window also displays shipping label templates and various invoice processing options.

Next Container:	625
Pre-Shipper Sequence ID:	Pre
Shipper Sequence ID:	SHP
Master Bill Sequence ID:	MBL
Shipper Document Format:	01
Master Bill Document Format:	mb-01
Max Lines on a Pre-Shipper:	15

Shipping Label Templates

Mixed Load Label:	
Master Load Label:	
Single Load Label:	

Use Shipper Number for Invoice:	yes	Auto Invoice Post:	yes
Consolidate Invoices:	yes	Print Invoice:	yes
Require Inventory Movement Codes:	no	Sum history - Items:	no
Maintain Trailer Amounts:	yes	Sum history - Containers:	no
Shipment Info For Receipts:	no		
Use Ship/Plan PCR:	no		

F1=Help F2=Go ESC=End Ctrl-X=Cut Ctrl-C=Copy Ctrl-V=Paste

Customer Schedules Control File

Menu Number 7.3.24

Use Customer Schedules Control File to set up default customer schedule information.

Note Any changes you make to this file are automatically made to the Container/Shipper Control File 7.9.24.

Field Definitions

Next Container

Container IDs are assigned to individual containers when preparing a shipment. Each ID is unique, giving each pallet, box, or returnable package a specific identifier. This information is often required by customer's on the ASN.

Pre-Shipper Sequence ID and Shipper Sequence ID

Number Range Management (NRM) sequence codes the system uses to generate sequence numbers for all pre-shippers (or shippers) that do not use inventory movement codes or have no available shipping group.

Master Bill Sequence ID

NRM sequence code the system uses to generate sequence numbers for all master bills of lading with no available shipping group.

- Before you specify the sequence numbers for pre-shippers, shippers, and bills of lading, you must define them using the NRM feature

Shipper Document Format

Document format code applicable to pre-shippers/shippers.

- Default for all pre-shippers/shippers that do not use inventory movement codes

Master Bill Document Format

Valid document format code applicable to master bills of lading.

- Default for all master bills of lading that do not use inventory movement codes or having an available shipping group

Max Lines on a Pre-Shipper

Determines the maximum number of lines printed on a pre-shipper.

Mixed Load Label, Master Load Label, Single Load Label

- You use these fields to enter the name of the template files to be used for shipping labels

Auto Invoice Post

Determines if the invoice created at the time the shipper is confirmed is automatically posted and whether or not to update the ShipVia and FOB Point on the original scheduled order to match the shipper's.

- If Yes, invoice is automatically posted
 - The Ship Via and FOB Point remain unchanged
- If No, invoice is not posted
 - The Ship Via and FOB Point can change when confirming the shipper

Note Becomes the default setting in Pre-Shipper/Shipper Confirm 7.9.5. Also defaults in Customer Scheduled Order Maintenance 7.3.13.

Use Shipper Number for Invoice

Determines how a invoice number is assigned.

- If Yes, then the invoice generated when the shipper is confirmed has the same number as the shipper
 - Useful for tracing missing invoices/payments and for being able to track them back to the shipment generating the transaction
- If No, the numbers are not the same. The system uses the next available invoice number

Note Becomes the default setting in Pre-Shipper/Shipper Confirm 7.9.5.

Consolidate Invoices

Determines if a single invoice is generated for a specified range of orders, or if one invoice is generated for each order.

- If Yes, all referenced orders are consolidated into a single invoice
- If No, one invoice per order is generated

You can override this setting when you confirm the shipper.

Note Becomes the default setting in Pre-Shipper/Shipper Confirm 7.9.5.

Print Invoice

Determines if invoice is printed at the time the shipper is confirmed.

- If Yes, invoice is printed at confirmation
 - Set to Yes if you need a paper record of the invoice

- If No, invoice is not printed at confirmation

Note Becomes the default setting in Pre-Shipper/Shipper Confirm 7.9.5.

Require Inventory Movement Codes

Determines if inventory movement codes are required for newly created pre-shippers/shippers.

- If Yes, inventory movement codes will be required
- If No, inventory movement codes are not required
 - Default
 - Set to No if you are not using advanced shipping features

Sum history - Items, Sum history - Containers

Determines if the Pre-Shipper/Shipper Confirm generates a separate transaction history record for each item or container detail record on a shipper or summarizes transaction history by item or container.

- If Yes, system generates a transaction history record for each unique combination of the following shipper detail data:
 - Sales order number
 - Line number
 - Item or container number
 - Ship-from site and location
 - Lot or serial number
 - Reference number
- If No, system generates a separate transaction history record for each detail record on the shipper

Maintain Trailer Amounts

Determines if you can maintain sales order trailer amounts during shipper maintenance and confirmation.

- If Yes, you can maintain trailer amounts
- If No, you can specify trailer amounts

Note Applies only when the shipper document format is used as an invoice.

Shipment Info For Receipts

Determine if the system prompts you for shipment information during material receipt entry.

- If Yes, when entering receipts, you can specify shipment number, ship date, and inventory movement codes
- If No, system does not prompt you for entry
 - Default

Use Ship/Plan PCR

Determines if prior cumulative required quantities are considered by Required Ship Schedule Update 7.5.5 or Selective Required Ship Schedule Update 7.5.6.

- If Yes, the beginning of the planning schedule is replaced by the shipping schedule and the remaining planning schedule quantities are adjusted by prior cumulative quantities
- If No, the beginning of the planning schedule is replaced by the shipping schedule and no prior cumulative quantities are considered

Note This field only affects customer scheduled orders with netting logic set to 3.

7.9.24 – Container/Shipper Control File

Container/Shipper Control File

User Menu Edit Queue Options Help

Next Container: 625

Pre-Shipper Sequence ID: 00000000

Shipper Sequence ID: 00000004

Master Bill Sequence ID: 00000002

Shipper Document Format: shp-01

Master Bill Document Format: mb-01

Max Lines on a Pre-Shipper: 15

Preshipper - Document Type 1

Shipper - Document Type 1

Master Bill of Lading - Type 0

Standard Shipper

Standard Master Bill of Lading

Shipping Label Templates

Mixed Load Label: /users/ID001/defaultmixed

Master Load Label: /users/ID001/defaultmaster

Single Load Label: /users/ID001/defaultsingle

Use Shipper Number for Invoice: yes

Consolidate Invoices: yes

Require Inventory Movement Codes: no

Maintain Trailer Amounts: yes

Shipment Info For Receipts: no

Use Ship/Plan PCR: no

Auto Invoice Post: yes

Print Invoice: yes

Sum history - Items: no

Sum history - Containers: no

Identifies location of template files for shipping labels

F1=Help F2=Go ESC=End Ctrl-X=Cut Ctrl-C=Copy Ctrl-V=Paste

CS-SU-300

Container/Shipper Control File

Menu Number 7.9.24

Any changes you make to this file are automatically made to the Customer Schedules Control File.

Exercises



CS-SU-310

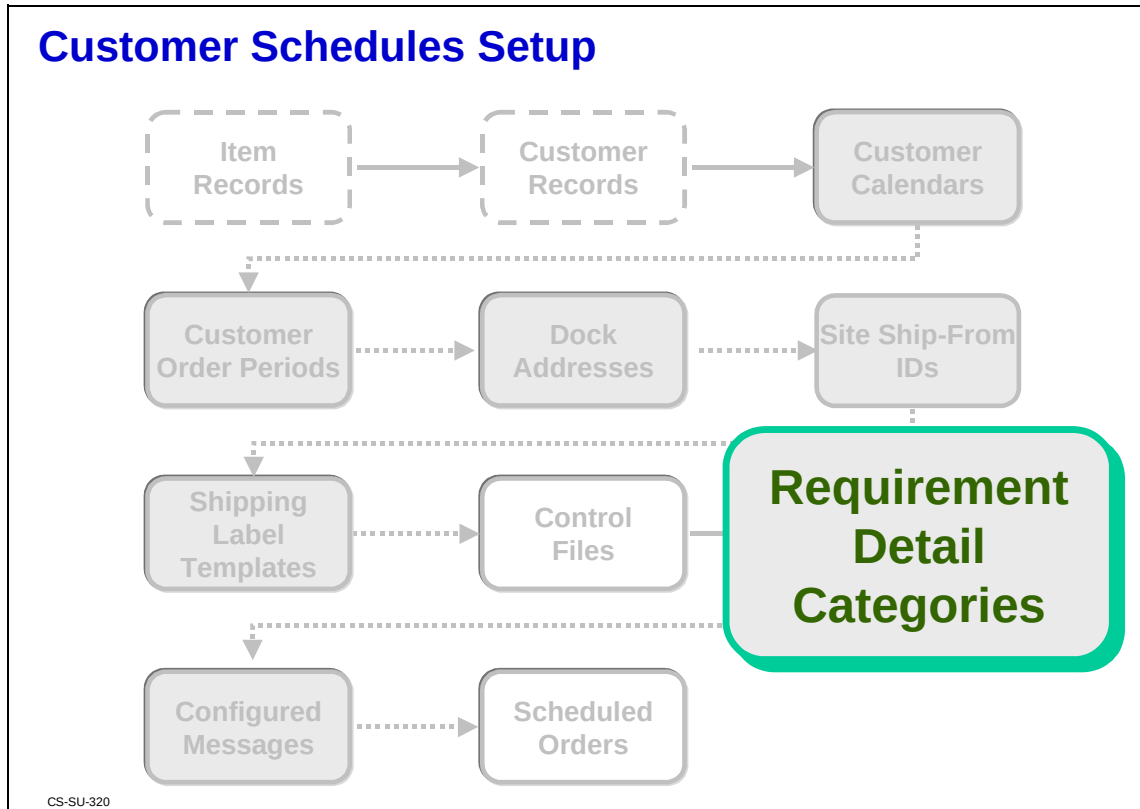
Important The data used in these exercises may not be the same as the data shown in the screen captures in this lesson. In an exercise, if a field is not listed, you can accept the default value or leave it blank.

Exercise: Customer Schedules Control File

Description: The Customer Schedules Control File must be set up.

- 1 Verify the following are set appropriately:
 - a The system will automatically post the invoice.
 - b The shipper number will be used as the invoice number.
 - c You can print the invoice.

Use Customer Schedules Control File, 7.3.24



Requirement Detail Categories

You can create requirement detail categories which contain special information associated with the schedules. Information such as:

- Special markings required by the customer for items shipped
- Specific information needed on bar code labels for packaging
- Requirements tied to authorization numbers (e.g., release authorization number [RAN], kanban number, pull signal with a number)

Each schedule can have multiple sets of requirement detail categories. You add requirement detail categories to a schedule in:

- Customer Plan Schedule Maintenance 7.5.1
- Customer Ship Schedule Maintenance 7.5.2

Note If you use a noncumulative accounting procedure for Release Management, you need to set up categories to use for requirement detail pegging.

36.2.13 – Generalized Codes Maintenance

Generalized Codes Maintenance

User Menu Edit Queue Options Help

Field Name: ca_problem
Value: ELEC

Comments: ELECTRICAL

F1=Help F2=Go ESC=End F5=Delete Ctrl-X/C/V=Cut-Copy-Paste

CS-SU-330

Generalized Codes Maintenance

Menu Number 36.2.13

Use Generalized Codes Maintenance to set up requirement detail categories.

- The field name is `rqm_cat`
- You create the categories based on the type of requirement detail you receive (e.g., packaging information)

7.5.1 – Requirement Detail Maintenance Frame

The screenshot shows a software window titled "Customer Plan Schedule Maint". It has a menu bar with "User Menu", "Edit", "Queue", "Options", and "Help". Below the menu bar is a toolbar with several icons. The main area is divided into two sections. The top section contains shipping and order information:

Ship-From: 10000	Order: 1	Line: 1
Ship-To: 10010001	WESTWOOD HALLMARK	
Item: 44-100	CONTROL UNIT, HOME I	UM: EA
PO Number:		
Release ID: 00000001		

The bottom section is titled "Requirement Detail Maintenance" and is highlighted with a red border. It contains a table with two columns: "Category" and "Value".

Category	Value
AUTHNBR	299998---

At the bottom of the window, there is a status bar with the text "End of file." and a keyboard shortcut legend: "F1=Help F2=Go ESC=End F5=Delete Ctrl-X/C/V=Cut-Copy-Paste".

CS-SU-340

Requirement Detail Maintenance Frame

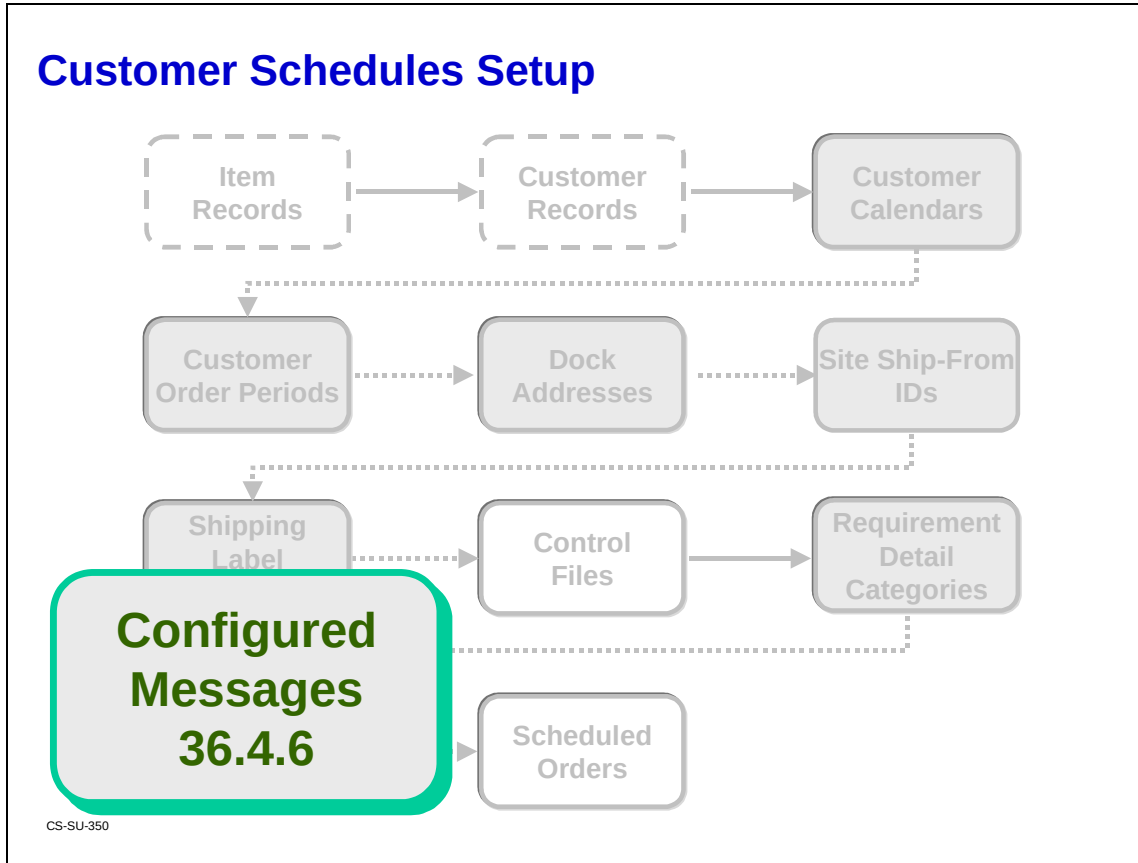
You attach requirement details to a schedule in the Requirement Detail Maintenance frame of:

- Customer Plan Schedule Maintenance 7.5.1
- Customer Ship Schedule Maintenance 7.5.2

The category AUTHNBR (authorization number) is significant to the system.

- During document import, if it does not exist the system creates it
- If authorization numbers are received during import, the system checks the database to verify that the numbers are unique, based on business rules

All other categories are for your reference.



Configured Messages

MFG/PRO's configured messages functionality gives you the ability to verify the structure and content of newly created shippers.

- Able to verify both automatically created shippers and manually created shippers
- Alerts you to potential shipping problems that need to be corrected before shipment
- Able to tailor conditional error processing to meet specific business rules

Note Configured messages are currently only implemented for shippers.

When defining configured messages, you determine:

- The error conditions and assign the level of severity

- The sequence in which the system checks for errors
- Which conditions require a message to display and the type of message (informational, warning, or error)
- Which conditions do not need to display a message
- If the message is to be a generic message (all shippers) or customer specific

Even though shipper verification with configured messages is optional, its use is recommended since the verification process gives you the ability to identify initial problems with shippers. The shipper is typically used to create an ASN. Since transmission of the ASN is often time critical, being aware of a problem with the shipper before shipment is vital.

36.4.6 – Configured Message Maintenance

Configured Message Maintenance

User Menu Edit Queue Options Help

Language ID: US

Site:

Address:

List Type:

Calling Program:

Message Number:

Message Sequence:

Execution File:

Severity:

Can be customer code or ship-to code

CS-SU-360

Configured Message Maintenance

Menu Number 36.4.6

Use Configured Message Maintenance to define the:

- Customer
- External execution file
 - Contains the verification process used to confirm that the shipper's structure and content are valid
- Calling program
- The message to display if the shipper fails verification
- Sequence to have the system check for errors

You set up configured messages based on the language code (Language ID), site, and/or address.

Field Definitions

Language ID

Determines the language used in the message.

Site and Address

- To have a configured message be a generic message, leave the Site and Address fields blank
- To have a configured message be customer (i.e., trading-partner) specific, complete the address field

Note More specific messages take precedence over generic messages.

Calling Program

- The only valid entry is rcvrfsh1.p, the Shipper Verification program

Message Number

Number identifying the specific message text.

Message Sequence

Number indicating the order in which the execution file runs.

Execution File

- You can use one of the five sample verification programs that come with MFG/PRO

Execution File	Description
rcvrfc01.p	Sample container quantity verification program,
rcvrfi01.p	Sample item containerization verification program.
rcvrfc02.p	Sample container empty verification program.
rcvrfc03.p	Sample containerization level verification program.
rcvrfi02.p	Sample container has same order/line verification program.

- You can also use custom, user-defined programs
 - For consistency, standard messages should be used when writing your own custom PROGRESS programs

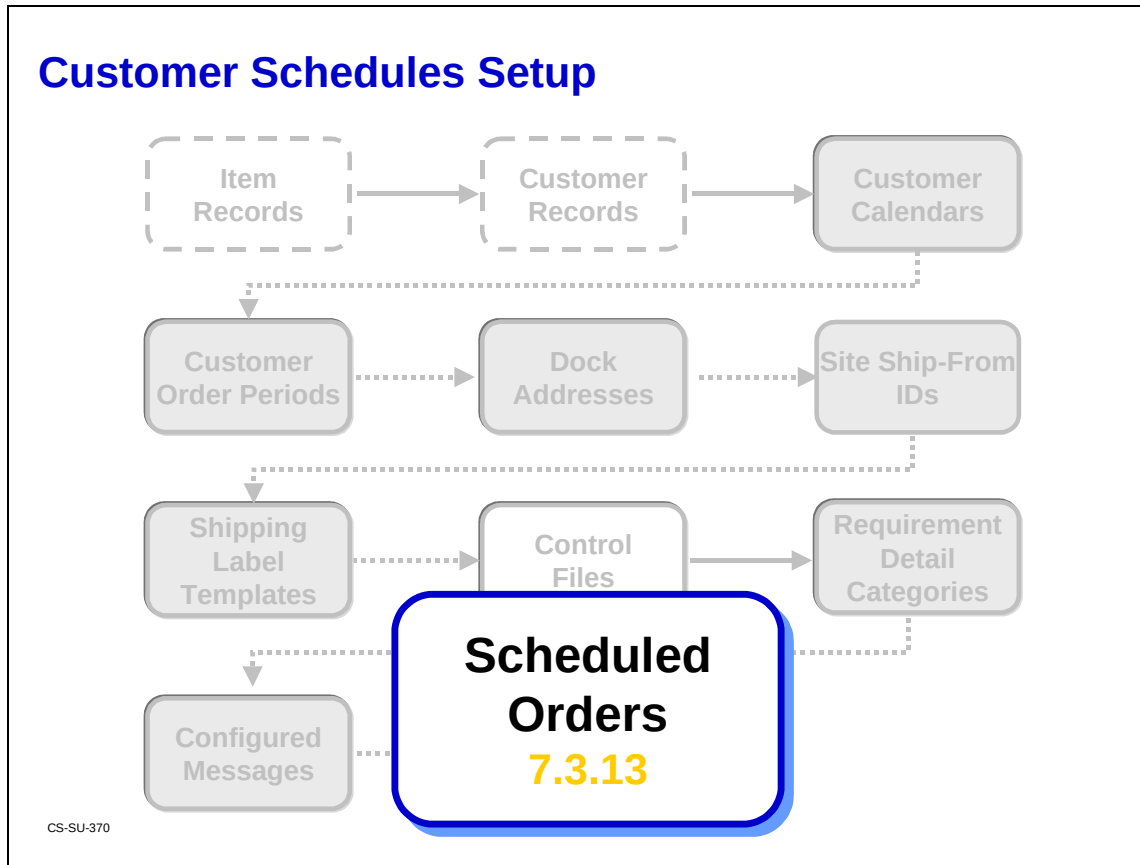
- These are accessed using the include file `mfmsg.i`
- Pass the message number and a severity indicator to display the message

Severity Level

- You have four options:

Option	Explanation
0	No message displays.
1	An informational message displays.
2	A warning message displays.
3	An error message displays, along with <code>Please re-enter</code> , and processing stops.
4	An error message displays, and processing stops.

Warning When verifying shippers, do not use severity level 3. Verification is a noninteractive process run after the shipper is created, without opportunity to re-enter data. Use severity level 4, which does not include `Please re-enter`.



Scheduled Orders

A scheduled order is like a sales order, you create it in response to a customer demand and shipments are made against it. However, it differs from a sales order in that each line item has multiple delivery dates and quantities.

- A scheduled order is a combination of sales order header and trailer fields and line item planning fields



Discussed in the following Training Guide: Sales Order Management

7.3.13 – Scheduled Order Maintenance: Header Frames

The screenshot shows the 'Scheduled Order Maintenance' window with the following data and callouts:

Ship-From: train		Order: bp500	
Ship-To: 1005000		Universal Industries	
Order Data			
AR Account:	1200	Ship Via:	GR00
Taxable:	no	FOB Point:	Shipp
Week Offset:	0	Transport Days:	0.00
		Include Saturday/Sunday:	yes
Cumulative:	no	Print Inv Hist:	yes
Consignment:	no	EDI Inv Hist:	no
Bill-To:	1005000	Print Pack List:	yes
Auto Inv Post:	yes	Comments:	no
Imp/Exp:	no	AR Site:	train
Sequenced:	no	Channel:	
Dynamic UnPeg:	no	Ship to Cum/Req:	Cum
Entered By:	bap	Currency:	USD

Callouts:

- Defaults from Trading Partner Parameters Maintenance:** Points to 'Print Inv Hist: yes' and 'EDI Inv Hist: no'.
- Defaults from Customer Schedules Control File:** Points to 'Auto Inv Post: yes'.
- Controls noncumulative schedules:** Points to 'Ship to Cum/Req: Cum'.

Adding new record

F1=Help F2=Go ESC=End *Next/Prev* Ctrl-X/C/V=Cut-Copy-Paste

CS-SU-380

Scheduled Order Maintenance

Menu Number 7.3.13

Use Scheduled Order Maintenance to create a new scheduled order, review, or modify an existing scheduled order.

Scheduled order numbers must be unique. When creating a new scheduled order, you can:

- Leave the Order field blank and have the system assign an order number
- Enter an order number of your own choosing

Order Data Frame

Much of the Order Data information defaults from Customer Maintenance 2.1.1 and Trading Partner Parameters Maintenance 35.1.

Field Definitions**AR Account**

General Ledger (GL) account code used to track AR amounts for this scheduled order.

- Defaults from the AR account associated with the customer's bill-to address, if specified
- If there was no bill-to address specified, defaults to the customer's sold-to address

Taxable

Determines if the items on the scheduled order are subject to tax

- If Yes, the items are subject to tax
 - Defaults to the customer's ship-to address if specified
- If No, the items are not subject to tax

Week Offset

Use to set the weekly starting date of the scheduled order to match the customer's work week. Bucketing requirements are allocated using this value.

- Defaults to 0 (zero), Monday. (Monday is 0 [zero], Tuesday is 1, etc.)
 - For example, if your customer's work week starts on Tuesday, set the week offset to 1

Cumulative

Indicates if the quantities in the schedule are stated in cumulative terms.

- If Yes, all quantities are entered as cumulative
 - The discrete quantity is added to the cumulative quantity of the previous requirement
- If No, all quantities are entered as net

Bill-To

The address code of the customer's bill-to address.

- Defaults to the customer's sold-to address if a bill-to address was not specified in Customer Maintenance

Auto Inv(oice) Post

Determines if the invoice automatically posts at the time of shipper confirmation (Pre-Shipper/Shipper Confirm 7.9.5). Defaults from the Customer Schedules Control File 7.3.24.

- If Yes, system automatic posts invoice during shipper confirmation
 - Posts to the Accounts Receivable account specified in Customer Maintenance 2.1.1
- If No, system does not automatically post invoices during shipper confirmation
 - You must post them manually using Invoice Post 7.13.4

Imp/Exp

Determines if import/export data is maintained for the order.

- If Yes, you are able to enter or maintain import/export data for the order
- If No, you are not able to enter or maintain import/export data for the order

Note If European Intrastat statistics are required for this order, denoting the movement of goods within the EU, this field must be set to Yes. The Intrastat Control File 2.22.24 and valid inputs for Dispatch, Country of origin on the bill-to/sold-to and ship-to etc., must also be set up.

Sequenced

Used when using Customer Scheduled Sequences.

- If Yes, scheduled order is a sequenced scheduled order
 - Sequence Delivery Data frame displays
- If No, scheduled order is not a sequenced scheduled order

Dynamic Unpeg

Determines if dynamic de-allocation is initiated or not. If initiated, affects the open quantity by letting pegged requirement quantities on unconfirmed shippers or pre-shippers for the same order line number be included in the calculation.

- If Yes, Picklist/PreShipper–Automatic 7.9.1 removes pegging information from any existing unconfirmed shippers or pre-shippers before building new pre-shippers
- If No, new pre-shippers are built using open demand not already pegged to other shippers or pre-shippers

Entered By

The initials of the user entering the scheduled order.

- Display only

Ship Via

Indicates the carrier normally used between the ship-from site and the customer.

- Can validate using generalized codes set up in Generalized Codes Maintenance 36.2.13

FOB Point

The point at which the ownership of the goods transfers to the customer.

- For example, FOB Destination means that ownership transfers at the point of delivery
- Can validate using generalized codes set up in Generalized Codes Maintenance 36.2.13
- If Auto Invoice is set to Yes, system picks up the FOB Point from this entry

Transport Days

The number of days needed to transport the goods from the ship-from site to the customer.

- Use if you are calculating the shipping schedule
- Acts like a lead time

Print Inv Hist

Determines if an invoice history record created by this order can be printed using Closed Invoice Reprint 7.13.12.

- If you are using EDI or ECommerce, and you set this field to Yes, you can print the invoice in addition to exporting it electronically

EDI Inv Hist

Determines if the invoice history record created for this order can be transmitted via EDI or ECommerce using Invoice Export 35.8.

- If Yes, EDI or ECommerce is enabled

Print Pack List

Determines if you can print a packing list/picklist for this order.

Note There are other factors which can prevent a packing list from being printed. Factors such as partial shipments being set to No, if the order line is not confirmed, if there is a requirement for allocated quantities, or if the customer has an active status of hold due to a credit problem.

Comments

Set to Yes if you wish to make comments or notes about this scheduled order.

- Comments made here print out below the order header, but above the line items

AR Site

Site where the sales order or invoice was generated.

- Use in centralized sales model to identify accounts receivable and sales site
- For example, the manufacturing site dispatches the goods, but a central headquarters site deals with the commercial side of the contract
 - This gives the customer a central point of contact for a number of different ship-from sites

Ship to Cum/Req

- Cum(ulative) indicates this is a cumulative schedule
- Req(uirement) indicates this is a noncumulative (i.e., net) schedule
 - If Req, the Non-Cumulative Quantity Account Data frame displays

Currency

The currency being used for the scheduled order.



Discussed in the following Training Guide: Customer Sequence Schedules

7.3.13 – Scheduled Order Maintenance: Tax Data Frame

Scheduled Order Maintenance

User Menu Edit Queue Options Help

Ship-From: train Order: bp500
Ship-To: 1005000 Universal Industries

Order Data

AR Account: 1200 Ship Via: GROUND
Taxable: no FOB Point: Shipping Point
Week Offset: 0

Tax Data Frame (highlighted):

Tax Usage:	5-S-RSL	00
Tax Environment:	USA/USA	\$
Tax Class:		\$
Taxable:	no	\$
Tax In:	no	\$

Cumulative: no
Consignment: no
Bill-To: 10050
Auto Inv Post: yes
Imp/Exp: no
Sequenced: no
Dynamic UnPeg: no
Entered By: bap

AR Site: train
Channel:
Ship to Cum/Req: Cum
Currency: USD

WARNING: No tax environment found. Using default.

F1=Help F2=Go ESC=End *Next/Prev* Ctrl-X/C/V=Cut-Copy-Paste

CS-SU-390

Tax Data

The order tax data frame displays for the input of Global Tax Management data.

7.3.13 – Non-Cumulative Quantity Accounting Data Frame

The screenshot shows the 'Scheduled Order Maintenance' window. The title bar includes 'User Menu', 'Edit', 'Queue', 'Options', and 'Help'. The main area displays order details: 'Ship-From: 10000', 'Ship-To: 10010001', 'Order: 1', and 'Westwood Reliable'. Below this, the 'Non-Cumulative Quantity Accounting Data' frame is highlighted with a purple border. It contains four fields: 'Ship Complete:' with a value of '0', 'Merge RSS:' with a value of 'no', 'AUTHNBR Unique Days:' with a value of '0', and 'Exclude Planning Data:' with a value of 'no'. At the bottom, a status bar shows the keyboard shortcuts: 'F1=Help F2=Go ESC=End *Next/Prev* Ctrl-X/C/V=Cut-Copy-Paste'.

Non-Cumulative Quantity Accounting Data Frame

The Non-Cumulative Quantity Account Data frame only displays if the Ship to Cum/Req field (found in the Order Data header frame) is set to Req.

Field Definitions

Ship Complete

- The percentage of a requirement quantity that must be shipped to be considered complete

Merge RSS

- Affects the generation of required ship schedules

- Set to Yes if your trading partner does not re-transmit requirements that have not yet been shipped

AUTHNBR Unique Days

- If not zero (0), system verifies that duplicate authorization numbers are not reused within the time period

Exclude Planning Data

Determines how system manages planning data when open requirements are being merged.

- If Yes, system does not merge planning data from the active required ship scheduled (RSS) into the newly generated schedule
- If No, system merges planning data from the active RSS into the newly generated schedule

Note You can only update this field if Merge RSS is set to Yes.

7.3.13 – Scheduled Order Maintenance: Line Item Data

The screenshot shows the 'Scheduled Order Maintenance' window. The 'Line Item Data' frame is highlighted with a yellow border. The data entered in this frame is as follows:

Item:	02-0005	MECHANICAL PENCIL	UM:	EA
PO Number:			Line:	1

Below the highlighted frame, the 'Order Line Item Data' section contains the following fields:

Disc Tbl:		Consume Forecast:	yes
List Price:	2.50	Type:	
Net Price:	2.50	Location:	200
Sales Acct:	3000	Taxable:	no
Disc Acct:	3905		

At the bottom of the window, there is a status bar with the text: F1=Help F2=Go ESC=End F5=Delete Ctrl-X/C/V=Cut-Copy-Paste

CS-SU-410

Line Item Data Frame

In the line item data frame you identify the item being shipped and the line number.

- Item number
- Customer purchase order number (optional)
- Unit of measure (UM)
- Scheduled order line number
 - Sequential number
 - Can be system assigned or user assigned
 - You can have multiple lines on one scheduled order
 - Must have same ship-to

Note If your customer has multiple docks, with requirements coming on the same scheduled order, you should create a line for each dock, with the same item number and different purchase orders.

The system asks you if you want to copy order details from another purchase order for the same item.

- If Yes, the system prompts you through the copy
- You need the purchase order number and the sequential line number you are copying from

7.3.13 – Order Line Item Data: First Frame

The screenshot shows the 'Scheduled Order Maintenance' window. The 'Order Line Item Data' frame is highlighted with a blue border. The window contains the following information:

Ship-From: train	Order: bp500
Ship-To: 1005000	Universal Industries
Item: 02-0005	MECHANICAL PENCIL
PD Number:	UM: EA
	Line: 1

Order Line Item Data

Disc Tbl:		Consume Forecast:	yes
List Price:	2.50	Type:	
Net Price:	2.50	Location:	200
Sales Acct:	3000	Taxable:	no
Disc Acct:	3905		

Adding new record

F1=Help F2=Go ESC=End F5=Delete Ctrl-X/C/V=Cut-Copy-Paste

CS-SU-420

First Order Line Item Data Frame

There are two Order Line Item Data frames. The first frame contains pricing and inventory information.

Field Definitions

Disc Tbl

- The price list to use in pricing this item

Note Customer schedules only use the “P” type price list.

List Price

- The unit price before applicable discounts or mark-ups are applied

Net Price

- The price the customer pays for the item
 - Updated once the shipper is confirmed
 - If the price is different at the time of shipment (determined by the start and end effective dates of the price list), this field is updated at the time of shipment

Sales Acct

- The GL account used to track the sales amount for this line item

Disc Acct

- The GL account used to track discounts for this line item

Consume Forecast

Use to specify if quantities in the active RSS should consume available forecast.

- If you use the forecasting module to give early warning of future plant load (beyond the schedule horizons), you may want the actual RSS to consume the predicted load
 - If the schedule you are creating forms part of that forecast, then set to Yes, or you will have double-counted the load
- If this schedule order has not been predicted, and forms additional load, set to No

Type

Determines if shipments of this item are to affect inventory.

- If left blank, line item is to be shipped from inventory
- If any value other than blank (e.g., M for Memo, D for Drop Shipments), shipment does not affect inventory
- Can validate using generalized codes set up in Generalized Codes Maintenance 36.2.13

Location

- Location where this line item is stored in inventory
 - Defaults from Item Master

Taxable

Indicates if this item is taxable (Yes) or not (No).

- An item can have a different taxable status from other items on the order

7.3.13 – Order Line Item Data: Second Frame

Scheduled Order Maintenance

User Menu Edit Queue Options Help

Ship-From: 10000 Order: 1
Ship-To: 10010001 WESTWOOD HALL

Item: 44-100 CONTROL UNIT, H
PO Number:

Order Line Item Data

Req Sched Days: 0 Dock:
Req Sched Weeks: 0 Start Effective: / /
Req Sched Months: 0 End Effective: / /
Fab Auth Days: 0 Max Order Qty: 0.0
Raw Auth Days: 0 Std Pack Qty: 1
Customer Item: Alternates: no
Container Item:

Plan SDP Code:
Plan SDT Code:
Ship SDP Code:
Ship SDT Code:
Netting Logic:
Cum Start: 07/02/98
Comments: no

WARNING: REQUIRED PRICE LIST FOR ITEM 44-100 IN UM EA NOT FOUND.

F1=Help F2=Go ESC=End Ctrl-X=Cut Ctrl-C=Copy Ctrl-V=Paste

CS-SU-430

Second Order Line Item Data Frame

This is where you enter the specific order information. Some of this data determines how the system builds the shipping schedule.

Field Definitions

Required Schedule Days/Weeks/Months

- Seen by MRP
 - Scheduled order data bucketed according to the rules you set up here
- Setting to zero (0) maintains customer's date and quantity requirements
 - The raw customer data is transferred into the MRP process

- Set to zero (0) if using noncumulative accounting procedures and pegging requirements through authorization numbers
- Used to bucket requirements for the supplier at the time the schedule release is transmitted.
 - Daily requirements appear as discrete quantities on discrete dates, including any intraday requirements and times
 - Weekly requirements are bucketed into weekly quantities with a delivery date of Monday
 - Monthly requirements are bucketed into monthly quantities with a delivery date of the first Monday of the month

Fab Auth Days/Raw Auth Days

The number of days the customer agrees to cover you for the manufacturing or ordering of the raw materials used in the manufacture of the ordered item.

- Normally a contractually agreed set of time
- When you first set up the scheduled order, these are usually left at zero (0) until a steady state of supply and demand exists
- Raw quantity is the quantity of product for which the customer commits to cover component costs
- Fab quantity is the quantity of product for which the customer commits to cover manufacturing costs

Customer Item

Customer's internal item number.

- Appears on the ASNs and invoices
- Must be set up using Customer Item Maintenance 1.16

Container Item

The item number of the normal or primary container used to ship this item.

- If using, the item number must be an existing item number in the Item Master file

Alternates

Determines if the item can be shipped in a container other than the primary container.

- If Yes, a pop-up window appears allowing you to enter alternate container item numbers
- If No, only the primary container item is allowed

Dock

Customer's dock address.

- If using, the dock address must be set up in Dock Maintenance 7.3.6
- Items will be delivered to this ship-to location

Start Effective/End Effective

The beginning and ending dates defining the period of time you and your customer have agreed for you to supply the item.

- For example, you may have to deliver to a different dock or location for a set period of time
 - Also, some customers prefer to make a new scheduled order after a certain period of time, allowing them to close off the schedule order and account against it

Max Order Qty

Determines the maximum quantity of the item to be shipped.

- Some customers may want to renew a scheduled order after a certain limit has been reached
- If specified, when the quantity has been exceeded, system displays warning messages at order updates, maintenance functions, inquiries, and reports

Std Pack Qty

Multiple in which orders for this item are to be shipped (e.g., 5, 10, 12).

- Schedule update rounds order quantities up to this number
- Often related to the container being used to ship the item

Plan SDP, Ship SDP

A code specifying the default ship/delivery pattern. Indicates the days of the week or month that shipments or deliveries are required. Required Ship Schedule Update 7.5.5 uses this code to determine the due dates for shipping the order.

The SDP codes can be different for shipping and planning schedules.

- If you do not use planning schedules, leave both fields blank to avoid any rescheduling of the planning dates
- Ship schedule is rescheduled based on your shipping days

Codes support both ODETTE and Automotive Industry Action Group (AIAG) ship/delivery patterns.

- Translated to the appropriate industry standard code during EDI conversion and transmission

Netting Logic

Determines how the customer's planning and/or shipping schedules are used to create the final shipping (required) schedule.

- Four options:
 - 1 Use ship schedule only
 - 2 Use plan schedule only
 - 3 Combine the planning and shipping schedules, with the shipping schedule taking precedence where the schedules overlap (replace logic)
 - 4 The shipping schedule consumes the planning schedule and any discrepancy is reconciled in the last daily bucket (consume logic)

Cum Start

Date on which shipment quantities start to accumulate.

- Defaults to the current date
- Date you and your customer have agreed upon

Comments

Set to Yes if you wish to make comments or notes about this line item.

- Comments made here print out below each line item



Important The data used in these exercises may not be the same as the data shown in the screen captures in this lesson. In an exercise, if a field is not listed, you can accept the default value or leave it blank.



See in this training guide: *Workshops and Study Questions* on page 305

Exercise: Scheduled Order

Description: Create a scheduled order.

- 1 Using the information below, create a scheduled order for each of customer 01000000's ship-to addresses.

Field	Data
Ship-From	Train
Ship-To	10041

Press Enter to have the system assign an order number.

Record the order number here: _____

Use Scheduled Order Maintenance, 7.3.13

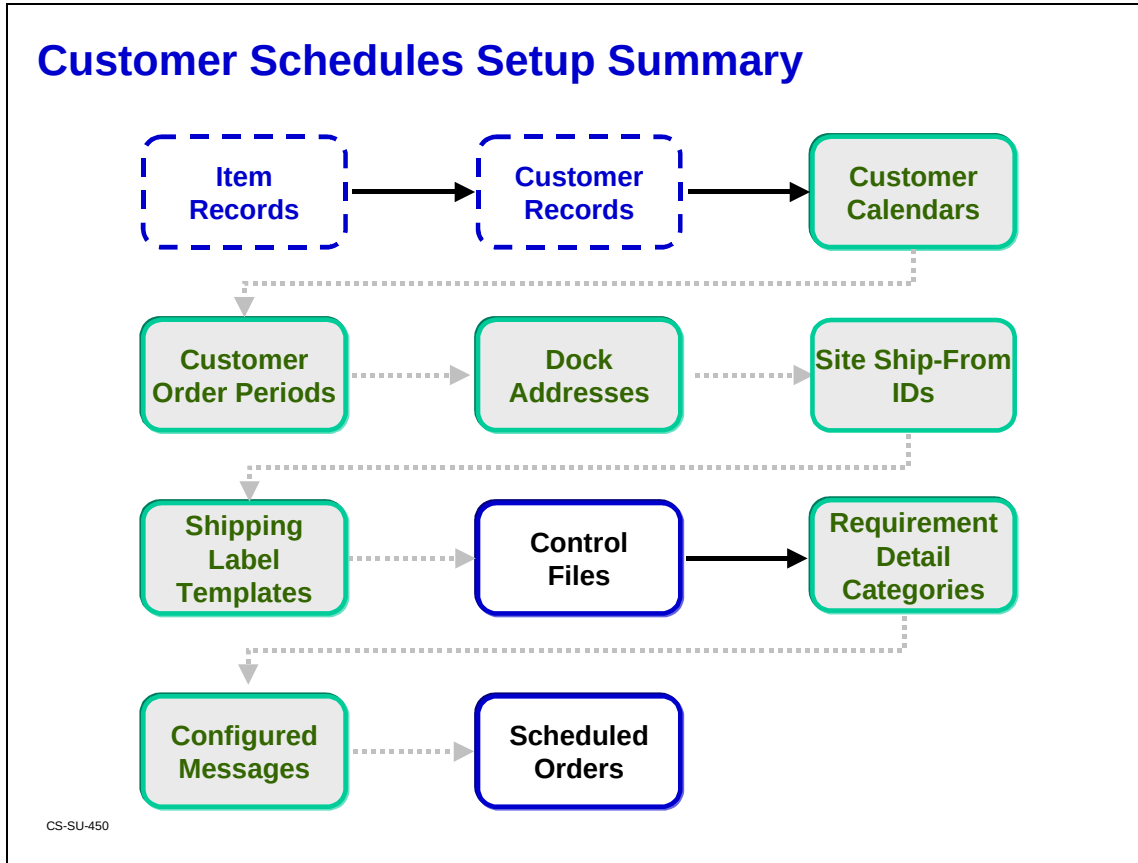
- 2 The cursor advances to the Order Data frame. Enter the following:

Field	Data
Transport Days	0

Notice that the Auto Inv Post field defaults to Yes. This default comes from the Customer Schedules Control File 7.3.24.

- 3 Press Go to advance to the line item frame. The item being shipped is the mechanical pencil, 02-0005, there is no customer purchase order number, and this will be line 1. Select No at the prompt to copy data from another order line for this item.
- 4 Press Go until the second Order Line Item Data frame displays. Enter the following:

Field	Data
Req Sched Days	0
Req Sched Weeks	0
Req Sched Months	0
Customer Item	<i>You can enter the customer item or use the browse function</i>
Dock	<i>You can enter the dock code or use the browse function</i>
Std Pack Qty	1
Plan SDP Code	<Blank>
Netting Logic	3





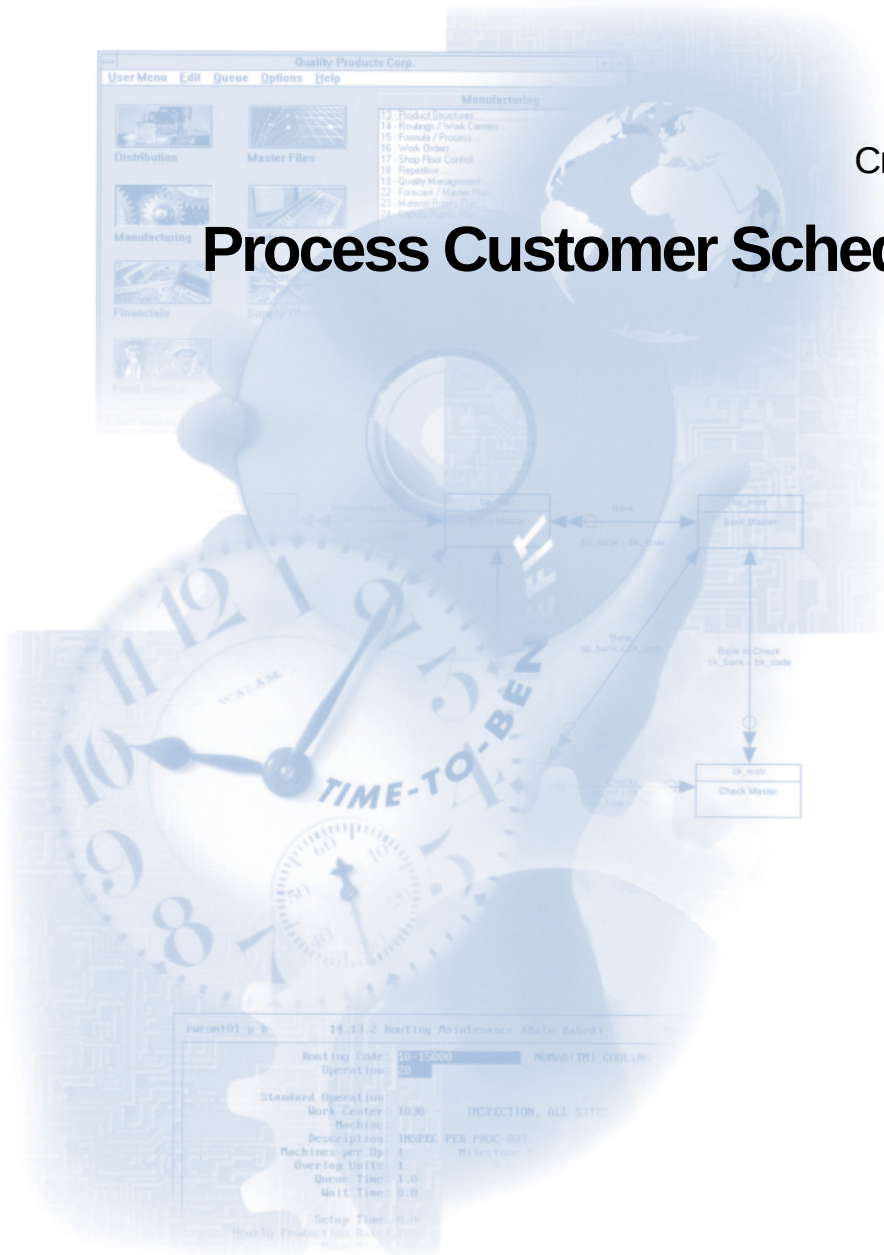
Course Overview

- ✓ Introduction to Customer Schedules
- ✓ Business Considerations
- ✓ Set up Customer Schedules
- ◆ Process Customer Schedules
- ◆ Process Customer Schedule Shipments

CS-SU-440

CHAPTER 4

Process Customer Schedules





Process Customer Schedules

In this section you learn how to:

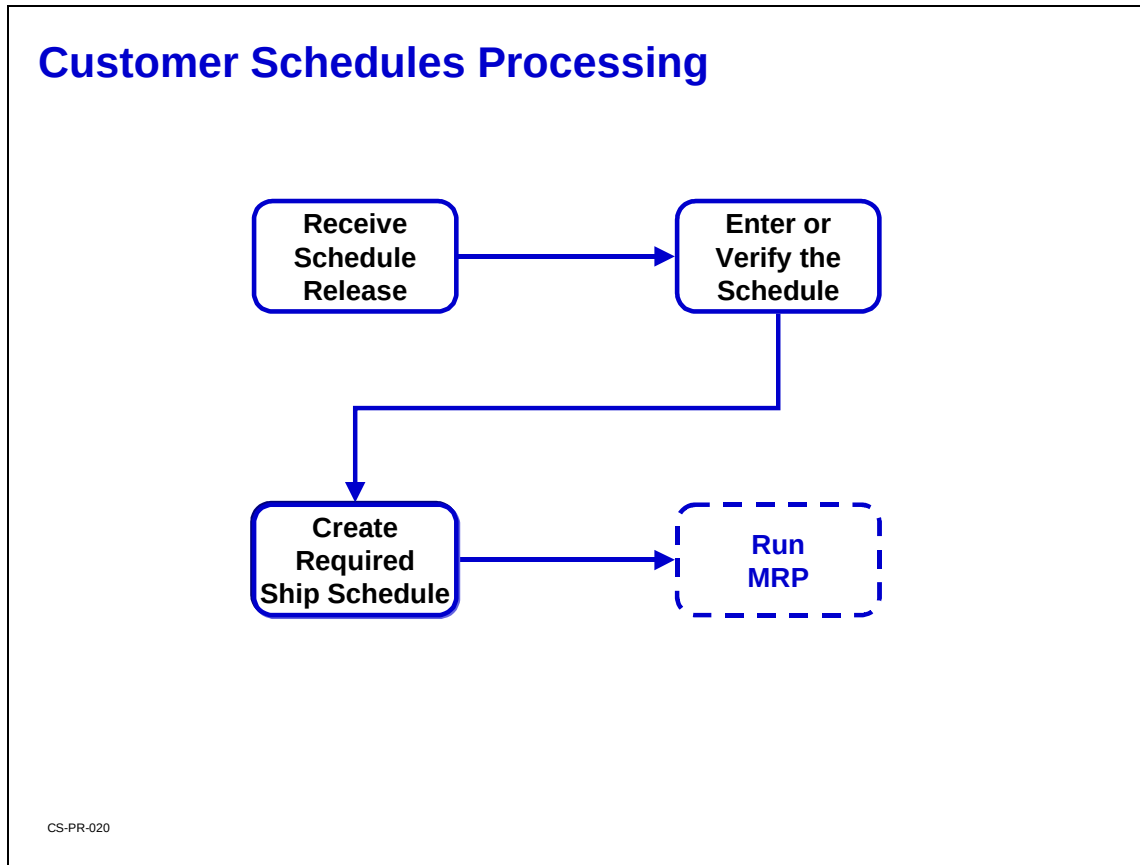
- ✓ Identify some key business considerations before setting up Customer Schedules in MFG/PRO
- ✓ Set up Customer Schedules in MFG/PRO

✓ Process Customer Schedules in MFG/PRO

- ◆ Process Customer Schedule Shipments

CS-PR-010

Process Customer Schedules



Customer Schedules Processing

This illustration is a suggested processing sequence of master files for customer schedules which is based on information that flows from one master file to another and prerequisites that need to be accomplished before setting up a file. Reading the illustration:



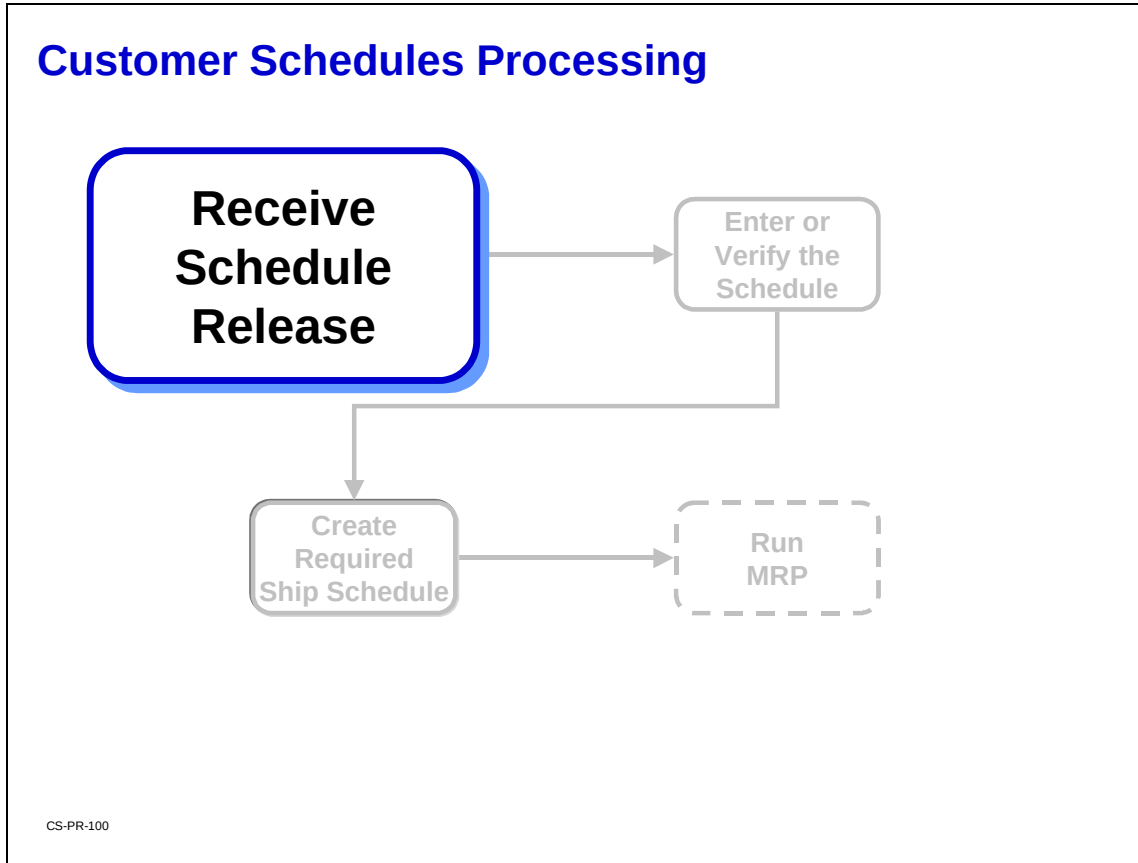
Boxes with solid lines are required to process customer schedules and are covered in this course.



Shaded boxes reflect optional steps, but are covered in this course.



Boxes with dotted lines are required, but are covered at length in another course.



Receive Schedule Releases

Once you have set up a customer's scheduled order, you are ready to receive their schedule releases.

- The most recently received schedule release normally supersedes all previous schedule releases
 - Raw and fabrication authorization are an exception to this
 - The longest authorizations, calculated by end date, are the valid ones

There are two types of schedule releases supported by MFG/PRO. Each states how much of a certain item a customer expects to need and when. The primary difference between the two is the planning horizon. The two types of schedules are:

- Planning Schedule (830, Delfor)
 - Shows long-term planning (e.g., weekly, monthly buckets)
- Shipping Schedule (862, Deljit)
 - Shows short-term planning (e.g., daily buckets)
 - Usually the more accurate

If there are two schedules, the scheduled order's netting logic (set up in Scheduled Order Maintenance 7.3.13) determines how to combine the schedules to obtain a RSS.

Note MFG/PRO retains every schedule the customer sends until you delete them from the system using Schedule Delete/Archive 7.5.23.

There are two ways to receive a schedule release:

- Import EDI or ECommerce
 - Use Document Import 35.13
- Enter manually
 - Use Customer Plan Schedule Maintenance 7.5.1 or Customer Ship Schedule Maintenance 7.5.2, depending on the type of schedule

35.13 – Document Import

Document Import

User Menu Edit Queue Options Help

Address: 0100 To: 0100

Document Type: To:

Document ID: To:

Import from File/Process: Process

Import File/Process Name: /users/qad/edi/0100.edi

Report Detail/Summary: Detail

Update: yes

Output:

Batch ID:

Documents already downloaded to a file or process location

Enter data or press ESC to end.

CS-PR-040

Document Import

Menu Number 35.13

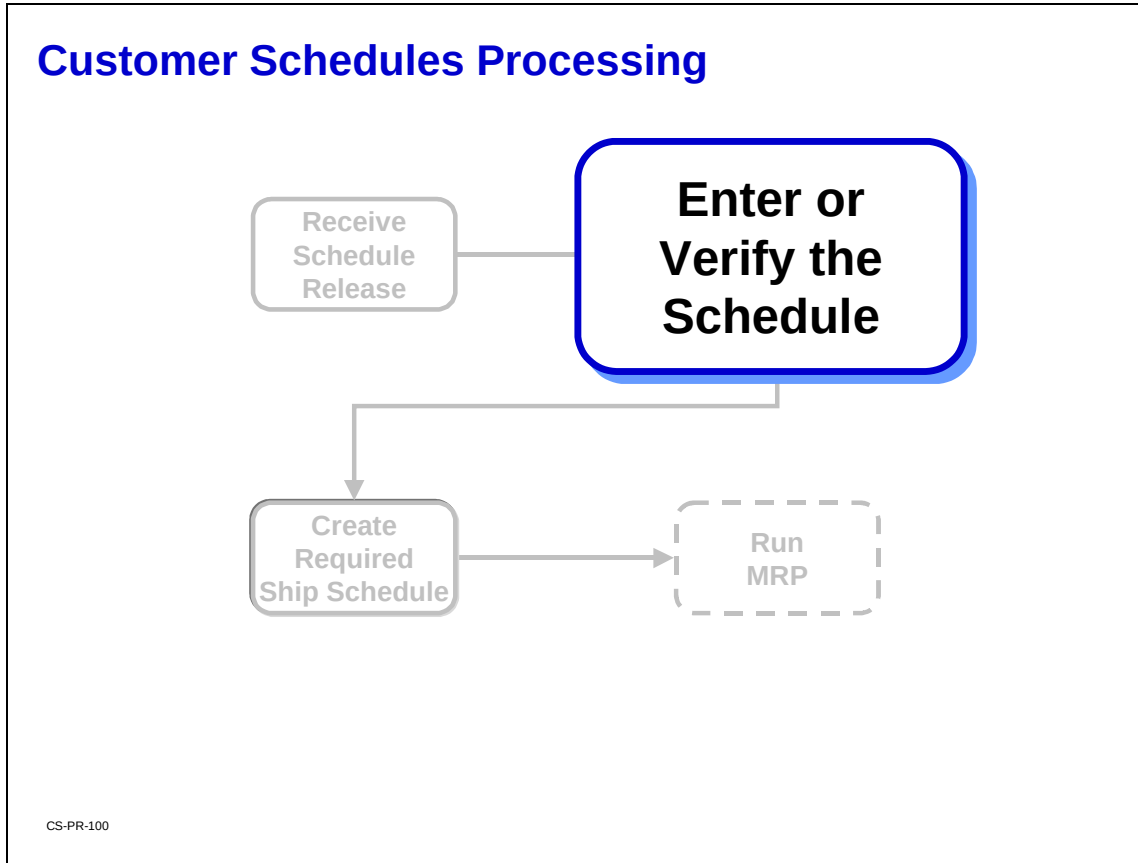
Use Document Import to electronically import all schedule releases. The system processes the schedule based on the schedule's purpose code (e.g., add, change).

When importing a schedule, the system follows the following steps:

- 1 Verifies that the trading partner exists in the system.
- 2 Verifies that your site code matches that referenced on the release.
- 3 Cross-references item numbers to your internal item numbers.

- 4** Checks and opens the order record and line number in MFG/PRO.
- 5** Determines if quantities are discrete or cumulative based on the EDI indicator.
- 6** Checks that the cumulative quantities appear in ascending order.
- 7** Deletes this specific release if it already exists in the system.
- 8** Sets the effective end date of the prior release.
- 9** Adds any comments and the detail schedule data.
- 10** Creates requirement detail records if they are received.
 - If authorization numbers are received, verifies that they are unique based on the AUTHNBR Unique Days setting in the schedule (set in Schedule Order Maintenance)
- 11** Updates the cumulative requirements.
- 12** Updates last receipt information from attached ASNs.
- 13** Updates the fabrication and raw materials authorizations.
- 14** Creates a new schedule release, incrementing the release ID.

If you make the imported schedule the active schedule (Update set to Yes), then update the schedule in Required Ship Schedule Update 7.5.5. If it is not the active schedule (Update set to No), then edit the schedule using Customer Plan Schedule Maintenance 7.5.1 or Customer Ship Schedule Maintenance 7.5.2 and make it the active schedule. Then run Required Ship Schedule Update to create the RSS.



Enter or Verify the Schedule

If you do not import schedules using EDI or ECommerce, you need to manually enter the schedule release into the system. If you do import schedule releases using EDI or ECommerce, you need to verify that the schedule release receipt was successful and that past customer receipts match your shipment records. Depending on the type of schedule release sent by the customer, you would use one of the following:

- Customer Plan Schedule Maintenance 7.5.1
- Customer Ship Schedule Maintenance 7.5.2

7.5.1 – Customer Plan Schedule Maintenance

The screenshot shows the 'Customer Plan Schedule Maint' window. It contains the following fields and annotations:

- Ship-From:** 10000
- Ship-To:** 10010001
- Item:** 44-100
- Order:** 1
- WESTWOOD HALLMARK**
- CONTROL UNIT, HOME 1**
- Line:** 1
- Comments:** no
- SDP Code:** 01
- SDT Code:**
- Int Purpose Code:** ADD
- Ext Purpose Code:**
- Prior Cum Req:** 100.0 (Annotated: Determines cumulative quantities)
- Prior Cum Date:** 06/07/98
- Create Date:** 07/08/98 17:53:25
- Cumulative:** yes (Annotated: Defaults from scheduled order header)
- Schedule Date Type:** Delivery
- Active Start:** 07/08/98
- Active End:** / / (Annotated: Determines active release)

At the bottom, it says 'Modifying the active schedule release.' and lists keyboard shortcuts: F1=Help F2=Go ESC=End F5=Delete Ctrl-X/C/V=Cut-Copy-Paste.

CS-PR-060

Customer Plan Schedule Maintenance

Menu Number 7.5.1

Use Customer Plan Schedule Maintenance to enter or modify a planning schedule. A planning schedule gives you visibility into the future so you can plan materials, work-in-process, and resources to meet the customer's demands. Typically a planning schedule shows medium to long range requirements, usually by week or month.

There are five frames of data.

Header Frames

There are two header frames. In the first frame you identify the scheduled order (ship-from, ship-to, item number, order number) and assign a release number.

Field Definitions

Release ID

Number identifying a specific release (version) of a customer schedule. Customers can send schedule releases on a weekly or daily basis. When this occurs, you record each schedule release in the system with a different release ID.

Pressing Go selects the active release.

- You can enter a number and select another release

The second header frame contains the order detail information.

SDP Code

Code representing the ship/delivery pattern (day of week or month when shipments or deliveries are required by the customer). Your order header takes precedence over the customer's SDP code.

SDT Code

Code representing the customer's required ship/delivery time. This field is for reference only. It is currently not used.

Internal Purpose Code

A user-defined code providing more detail about the external purpose code (e.g., add, change).

External Purpose Code

External purpose code from the EDI document.

Prior Cum Req

Prior cumulative requirement represents the total customer cumulative requirement on this scheduled order up to the Prior Cum Date.

MRP compares this quantity with the cumulative shipped quantity before determining the net demand. For example, if the total you have shipped against an order is less than the Prior Cum Req value by the Prior Cum Date, this shortfall appears as a demand requirement on MRP, with a due date equal to the Prior Cum Date. However, if you are ahead of demand, the difference is deducted from the schedule release demand.

Prior Cum Date

The date through which the prior cumulative requirement amount includes.

- The Prior Cum Req and Prior Cum Date are required fields for cum (cumulative) schedules
 - They are not required fields for req (required) schedules

Cumulative

Indicates if quantities in the schedule are stated in cumulative terms.

- If Yes, the plan is entered with cumulative quantities
 - For example, if the plan is for 100 per week, then it is entered as 100 in the first week, 200 in the second week, 300 in the third week, and so on
- If No, The plan is entered with discrete quantities per period
 - For example, if the plan is for 100 per week, then it is entered as 100 in the first week, 100 in the second week, 100 in the third week, and so on

Schedule Date Type

Determines how the requirement dates are calculated by the Required Ship Schedule Update. You have two options:

- Ship
- Delivery

If Ship, schedule dates are shipment based and requirement dates are not adjusted. If Delivery, schedule dates are delivery based. Requirement dates are adjusted by the number of days specified in the Transport Days field set in Scheduled Order Maintenance 7.3.13.

Active Start

Start date of this schedule release. Defaults to the system date.

Active End

End date of this schedule release.

- Typically left blank
- When a new release is made active, the system inputs the current system date into this field of the previously active release

7.5.1 – Customer Receipts Frame

Customer Plan Schedule Maint

User Menu Edit Queue Options Help

Ship-From: 10000 Order: 1 Line: 1
 Ship-To: 10010001 WESTWOOD HALLMARK
 Item: 44-100 CONTROL UNIT, HOME I UM: EA
 PO Number:
 Release ID: 00000001

Customer Receipts

ASN/Shipper Nbr	Receipt Date	Time	Receipt Qty	Cum Receipt Qty
SHP000422	07/06/98	10:22	50.0	600.0
SHP000423	07/06/98	10:31	50.0	650.0
			0.0	0.0
			0.0	0.0
			0.0	0.0
			0.0	0.0
			0.0	0.0
			0.0	0.0
			0.0	0.0

F1=Help F2=Go ESC=End F5=Delete Ctrl-X/C/V=Cut-Copy-Paste

CS-PR-070

Customer Receipts Frame

The third frame displays up to the last ten ASN's sent to the customer. Frequently they have been appended to the release to enable tracking of the shipments and to help maintain accurate cumulative totals.

- You can use the information in this frame to resolve discrepancies between your cum ship number and the customer's cum receipt number

You can perform data entry on this frame. However, the fields are normally populated by EDI import of the release, if given by the customer.

Field Definitions

ASN/Shipper Nbr

A number identifying the receipt document or ASN.

Receipt Date, Time

The delivery date and time of the shipment.

Receipt Qty

The discrete quantity the customer received in the shipment.

Cum Receipt Qty

The cumulative quantity for this item, including this ASN/shipper receipt.

7.5.1 – Schedule Detail Data Frame

Customer Plan Schedule Maint

User Menu Edit Queue Options Help

Ship-From: 10000Order: 1Line: 1

Ship-To: 10010001WESTWOOD HALLMARK

Item: 44-100CONTROL UNIT, HOME IUM: EA

PO Number:

Release ID: 00000001

Schedule Detail Data

Date	Time	Int	Reference	Quantity	Q	Cmt	Rqm Det
06/21/98	08:44	M	AI	100.0	F	no	yes
07/01/98	08:44	M	A	100.0	F	no	no
07/08/98	08:44	M	A	100.0	F	no	no

F1=Help F2=Go ESC=End *Next/Prev* Ctrl-X/C/V=Cut-Copy-Paste

CS-PR-080

Schedule Detail Data Frame

The Schedule Detail Data frame shows the requirements by date. This frame allows you to view or edit the requirements sent by the customer on this release. It shows the quantity required, date, and bucket intervals this quantity relates to (day, week, month, etc.). Quantities can be firm or planned.

Note To add a new line, type over the existing line.

Field Definitions

Date

The beginning date of the bucket period being considered.

Note The date depends on the start of the customer's work week.

For example:

- With a weekly interval, the date should be the start of the week (usually a Monday)
- With a monthly interval, the date is usually the first Monday of the month

Note When the interval involved is a monthly interval, where there are weekly quantities for that month as well, MFG/PRO is expecting a date of the week commencing after the weekly quantities with a quantity for the remainder of the month. For example, if a customer normally demands 1,000 per week, the input would be:

Date	Interval	Quantity
MM/01/YY	W	1000
MM/08/YY	W	1000
MM/15/YY	M	2000

The RSS update process will then bucket the quantities correctly at 1,000 per week (in conjunction with the appropriate ship/delivery pattern).

Time

The time the shipment is to be delivered to the customer.

Note MRP does not schedule by hours. However, a customer can specify a time when they want the shipment to arrive.

Int

Indicates the period this quantity requirement covers. Options are:

- D – Daily
- W – Weekly
- M – Monthly
- Q – Quarterly
- H – Half-yearly
- Y – Yearly

Note Weekly intervals bucket requirements into the first day of the week. Monthly intervals bucket all requirements for the next month into the first Monday of the month.

Reference

In version 8.5 and below, the customer's reference number used to identify a specific shipment or delivery quantity. If the customer uses authorization numbers (e.g., release authorization numbers [RANs], kanban number, or a pull signal with a number), they display in this field.

Note Some customers use authorization numbers on their releases and require you reference them on ASNs, invoices, etc.

Quantity

The amount of this item required at this date (and time).

Q

A one-character forecast qualifier communicated by the customer in their planning and shipping schedules. Normally defines if the requirement quantity is firm or still in the planning stages. It can also be used for any special purpose specified by the customer communicating the schedule.

Since all quantities in a RSS are considered firm, Required Ship Schedule Update sets this field to indicate the source of the requirement.

- 1 – Originated from a planning schedule
- 2 – Originated from a shipping schedule

Note If the scheduled order defines bucketing quantities and the schedule does not have any detailed requirements, this column still displays F (firm) after bucketing processing.

Req Det

Specifies if requirement detail is entered.

- If Yes, requirement detail entries exist, and an additional frame displays
- If No, requirement detail does not exist, and an additional frame does not display

Note Requirement detail is typically updated only if you are using noncumulative accounting practices.

7.5.1 – Requirement Detail Maintenance Frame

Customer Plan Schedule Maint

User Menu Edit Queue Options Help

Ship-From: 10000 Order: 1 Line: 1
 Ship-To: 10010001 WESTWOOD HALLMARK
 Item: 44-100 CONTROL UNIT, HOME I UM: EA
 PO Number:
 Release ID: 00000001

Category	Value
AUTHNBR	299998---

End of file.

F1=Help F2=Go ESC=End F5=Delete Ctrl-X/C/V=Cut-Copy-Paste

CS-PR-090

Requirement Detail Maintenance Frame

This frame only displays if the Rqm Det field (set in the previous frame) is Yes.

Field Definitions

Category

Enter a valid requirement detail category.

- If you specify an authorization number (AUTHNBR), the system verifies that it is unique, based on the setting of the AUTHNBR Unique Days field set in Scheduled Order Maintenance

Value

The requirement detail.

7.5.1 – Resource Authorization Data Frame

Customer Plan Schedule Maint

User Menu Edit Queue Options Help

Ship-From: 10000 Order: 1 Line: 1
Ship-To: 10010001 WESTWOOD HALLMARK
Item: 44-100 CONTROL UNIT, HOME I UM: EA
PO Number:
Release ID: 00000001

Resource Authorization Data

Fab Qty: 20.0
Raw Qty: 50.0

Fab Start: 07/02/98 Fab End: / /
Raw Start: 07/02/98 Raw End: / /

Determines authorization horizon

F1=Help F2=Go ESC=End Ctrl-X=Cut Ctrl-C=Copy Ctrl-V=Paste

CS-PR-100

Resource Authorization Data Frame

Resource authorization data for this scheduled line shows the maximum amount of raw materials and semi-finished items the customer has committed to purchase during a specific time period. This does not limit you to that quantity. It simply means this is the maximum quantity the customer has agreed to pay for.

The quantity and dates are used by the Schedule Authorization Report 7.5.12, which calculates the largest fab and raw authorizations by item and order.

Field Definitions

Fab Qty, Raw Qty

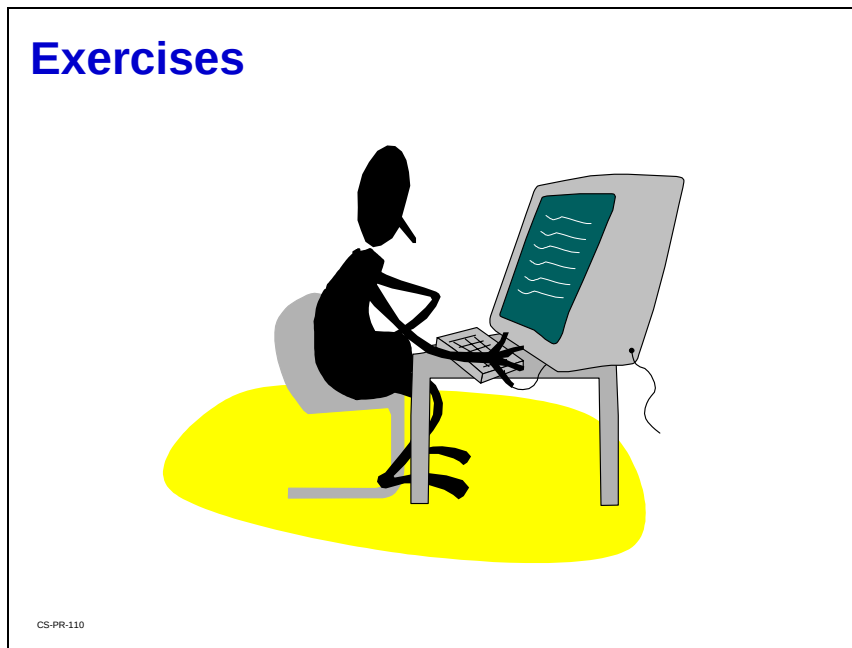
The quantity of this item, in end-item terms, that the customer authorizes you to fabricate/manufacture (Fab Qty) or purchase materials for (Raw Qty), as of this scheduled release.

Fab Start/End, Raw Start/End

Start and end date defining the authorization horizon.

After completing this frame, the system prompts you to make this schedule active. There can only be one active planning schedule at a time. If you already have an active planning schedule, the system puts an end date on the currently active planning schedule and the new planning schedule coming in becomes the active planning schedule.

If you are receiving both a planning and a shipping schedule, you will have an active schedule for both. The RSS calculation will then use the netting logic to determine how to combine the two schedules to get the RSS.



Important The data used in these exercises may not be the same as the data shown in the screen captures in this lesson. In an exercise, if a field is not listed, you can accept the default value or leave it blank.

Exercise: Planning Schedule

Description: You are going to create a planning schedule.

- 1 Using the information below, create a planning schedule for the ship-to address.

Field	Data
Ship-From	Train
Ship-To	10041
Item	02-0005
Order	[your number]
Line	1
Release ID	1001

Use Customer Plan Schedule Maintenance, 7.5.1

- 2 Press Go to move to the next frame. In the Prior Cum Date field, enter last Friday's date.

3 Advance to the Schedule Detail Data frame. Enter the following information:

- Shipments start next Monday and run for 16 weeks
- Shipments are at weekly intervals
- Each shipment is for 500 units

4 Advance to the Resource Authorization Data frame. Enter the following:

Field	Data
Fab Qty	500
FabStart	Today's date.
Fab End	Last ship date.
Raw Qty	500
Raw Start	Today's date.
Raw End	Last ship date.

5 Select Yes when the system asks you to make this schedule active.

7.5.2 – Customer Ship Schedule Maintenance

Customer Ship Schedule Maint

User Menu Edit Queue Options Help

Ship-From: 10000  Order: S010485 Line: 1

Ship-To: 001 PEI Computers Ltd.

Item: 007-061-new Shift Linkage UM: EA

PD Number: [empty]

Release ID: [empty]

F1=Help F2=Go ESC=End *Next/Prev* Ctrl-X/C/V=Cut-Copy-Paste

CS-PR-120

Customer Ship Schedule Maintenance

Menu Number 7.5.2

Use Customer Ship Schedule Maintenance to enter or modify a shipping schedule. A shipping schedule lets you plan materials, work-in-process, and resources to meet the customer's demands. Usually, a shipping schedule shows short range requirements, in daily buckets.

There are four frames and they are identical to the first four frames in Customer Plan Schedule Maintenance 7.5.1. A shipping schedule does not include resource authorizations.

After completing all four frames, the system prompts you to make this schedule active. There can only be one active shipping schedule at a time. If you already have an active shipping schedule, the

system puts an end date on the currently active shipping schedule and the new shipping schedule coming in becomes the active shipping schedule.

If you are receiving both a planning and a shipping schedule, you will have an active schedule for both. The RSS calculation will then use the netting logic to determine how to combine the two schedules to get the RSS.



Important The data used in these exercises may not be the same as the data shown in the screen captures in this lesson. In an exercise, if a field is not listed, you can accept the default value or leave it blank.

Exercise: Shipping Schedule

Description: You are going to create a shipping schedule.

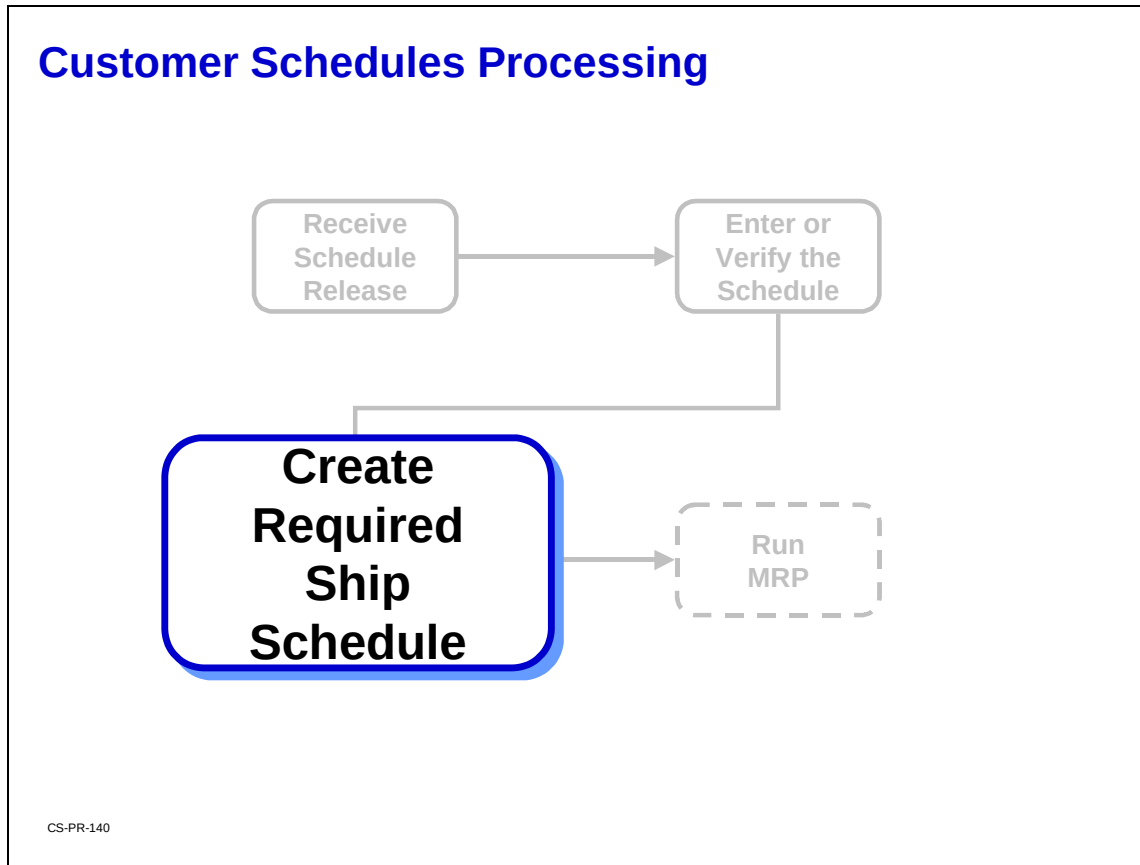
- 1 Using the information below, create a shipping schedule for the ship-to address.

Field	Data
Ship-From	Train
Ship-To	10041
Item	02-0005
Order	[your number]
Line	1
Release ID	2001

Use Customer Ship Schedule Maintenance, 7.5.2

- 2 Press Go to move to the next frame. In the Prior Cum Date field, enter last Friday's date.

- 3** Advance to the Schedule Detail Data frame. Enter a shipping schedule using the following information:
 - Shipments start next Monday and run for 2 weeks
 - Shipments are at daily intervals, Monday through Friday
 - Each shipment is for 100 units
- 4** Select Yes when the system asks you to make this schedule active.



Create Required Ship Schedule

The RSS identifies for a particular customer and scheduled order, the item quantities they need you to ship, on what dates, and at what time.

You create an RSS using one of the following:

- Required Ship Schedule Update 7.5.5
- Selective Required Ship Schedule Update 7.5.6

7.5.5 – Required Ship Schedule Update

Required Ship Schedule Update

User Menu Edit Queue Options Help

Selection Criteria

Ship-From: 10000000 To: 10000

Sold-To: 001

Ship-To:

Dock:

Item Number: 001-1020

PO Number:

Order:

Report Detail/Summary: Summary

Update: yes

Clear Print Exit

F1=Help F2=Go ESC=End Ctrl-X=Cut Ctrl-C=Copy Ctrl-V=Paste

CS-PR-150

Required Ship Schedule Update

Menu Number 7.5.5

Use Required Ship Schedule Update to create an RSS using either or both active planning and shipping schedules. Which schedule the system uses and how depends on the schedule order's Netting Logic (set in Scheduled Order Maintenance). The system records the source of the requirement (shipping or planning schedule) and displays this information in the report generated at the end of the update process.

Basically, the RSS turns the customer's need dates into due dates which you can then use for planning and production.

The update first selects the most recent release for each schedule type. It then uses the following information to create the RSS:

- Scheduled order data (Week Offset, Cumulative, Transport Days, Req Sched Days, Weeks, Months, standard pack quantity, Netting Logic, and SDP codes)
- Your calendar
- Your customer's calendar, if necessary.
 - System uses this to adjust dates or quantities if your customer does not schedule their requirements to coordinate with your open days, ship schedule, or shipment multiples
 - MFG/PRO back-schedules all date adjustments

Field Definitions

Report Detail/Summary

You have two report options:

- Detail
- Summary

If Detail, a complete audit report prints. This report shows:

- Order details such as the ship-from, ship-to, item number, order number, line number, and PO Number
- The planning and shipping schedule details, including the Release ID for each
- If there is a customer or ship-to calendar
- What the transportation leadtime is for each schedule
- Resource authorization data
- If bucketing was used, and if so, the what is being used
- The new active RSS

If Summary, only the Sold-To, Ship-To, Item Number, PO Number, Plan Release ID, and Ship Release ID print as the system processes each order detail record.

Update

The system uses this setting to determine if it is to create a new schedule release for the order detail records selected.

- If Yes, the system calculates and creates a new schedule release

- If No, the system does the calculations and generates report, but does not do any actual updating to the database

Note It is a good idea when first running this process to set Update to No. This gives you the ability to review the new schedule release prior to actually creating it.

Customer Schedule Calculation

Ship Date and Quantity Logic

1. Incoming Ship/Plan Schedule
Qty: 750
Due: 4/22
2. Ship/Delivery Pattern
1/2 MW
3. Ship-To Calendar
Closed 4/19 - 4/23
4. Transport Lead Time
2 days
5. Standard Pack
500

4/12	4/13	4/14	4/15	4/16	4/19	4/20	4/21	4/22	4/23
M	T	W	Th	F	M	T	W	Th	F
								750	
					375		375		
				375/ 375					
		375/ 375							
		1000							

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Customer Schedule Calculation

In creating the RSS, the update program performs the following calculations:

- 1 Back-schedules for ship/delivery pattern.
 - This has the effect of bucketing the required quantity over the interval specified according to the SDP
 - In the example above, a weekly quantity of 750 is divided into 375 Monday and 375 on Wednesday for delivery
- 2 Combines schedules using netting logic.
 - Set in Scheduled Order Maintenance

- 3** Back-schedules for customer calendar from ship/delivery schedule.
 - If one of the delivery days calculated above is a non-operating day for the customer (indicated in the customer calendar), the program will bring the delivery date forward to the next available day for that quantity
- 4** Back-schedules for transport lead time from calendar-adjusted schedule.
 - Set in Scheduled Order Maintenance
 - All delivery dates are adjusted by the number of calendar days entered in the Transport Days field
 - Shown in line 4 above.
- 5** Revises quantities to standard packing quantity multiple.
 - Set in Scheduled Order Maintenance
- 6** Rebuckets quantities from month and week quantities into dates and quantities.
 - Rebucketing is carried out according to the values entered in the Req Sched Days, Req Sched Weeks, Req Sched Months fields (set in Scheduled Order Maintenance)
- 7** Creates a new active RSS.
 - a** Assigns a Release ID.
 - b** Displays quantities and dates.

Managing Requirement Detail

If you are using non-cumulative accounting procedures, the system manages requirement detail using the settings you define in the Non-Cumulative Quantity Accounting Data frame of Scheduled Order Maintenance.

If requirement detail exists, during the update process the system:

- 1** Copies requirement detail to the RSS.
- 2** Creates a schedule detail record for each requirement detail record.

If the Merge RSS field is Yes (in the Non-Cumulative Quantity Accounting Data frame), open requirements from the previous active RSS can be carried to the new RSS.



Important The data used in these exercises may not be the same as the data shown in the screen captures in this lesson. In an exercise, if a field is not listed, you can accept the default value or leave it blank.

Exercise: Create Required Ship Schedule

Description: You are going to create a required ship schedule (RSS) for the ship-to location.

- 1 Using the information below, create a RSS.

Field	Data
Ship-From/To	Train
Ship-To/To	10041
Dock/To	VEN
Item Number/To	02-0005
Order/To	[your number]

Select the Detail report option and set Update to No.

Use Required Ship Schedule, 7.5.5

- 2 Run the program again, this time selecting the Summary report option. Leave Update set to No.
- 3 Review both reports to see what information each provides.
- 4 Run the program again, selecting either report option, and set Update to Yes.

7.5.6 – Selective Required Ship Schedule Update

Selective Req Ship Sched Update

User Menu Edit Queue Options Help

Ship-From: train Order: bp500 Line: 1
 Ship-To: 1005000 Universal Industries
 Item: 02-0005 MECHANICAL PENCIL UM: EA
 PO Number:

Ship Schedule Release ID:
 Plan Schedule Release ID:
 Sequence Schedule Release ID:

Report:
 Update: **Set to No to preview changes**

Output:

F1=Help F2=Go ESC=End *Next/Prev* Ctrl-X/C/V=Cut-Copy-Paste

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Selective Required Ship Schedule Update

Menu Number 7.5.6

Use Selective Required Ship Schedule Update to create an RSS using a specific release (not necessarily the active one).

The method for calculating the RSS is the same as used in Required Ship Schedule Update.

Selection Criteria

Ship-From/Ship-To/Item/PO Number/Order/Line

Use one or more of the above criteria to select the scheduled orders. To select all, leave the field blank.

Field Definitions

Ship Schedule Release ID/Plan Schedule Release ID/Sequence Schedule Release ID

Specify the release ID of the specific version of the customer schedule.

Report

You have the option of generating an audit report (Yes) or not generating a report (No). The report shows the records that are being changed.

Update

- If Yes, the system makes the changes to the database
- If No, no changes are made

7.5.3 – Required Ship Schedule Maintenance

Required Ship Schedule Maint

User Menu Edit Queue Options Help

Ship-From: 10000000 Order: 11 Line: UM:

Ship-To: 001

Item:

PO Number: 453745

Release ID:

To call up active RSS:

1. Enter order number.
2. Enter line number (if multiple lines).
3. Press Go twice.

F1=Help F2=Go ESC=End *Next/Prev* Ctrl-X/C/V=Cut-Copy-Paste

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Required Ship Schedule Maintenance

Menu Number 7.5.3

Use Required Ship Schedule Maintenance to modify an RSS release (does not have to be an active RSS). You can do this at any point during the schedule processing.

There are three frames.

In the first frame you identify the RSS. To call up the active RSS, enter the order number and line number (if the order has multiple lines) and press Go. In the Release ID field, press Go and the system opens the active release.

The second frame shows:

- The total quantity requested from the customer (Prior Cum Req) as of a certain date (Prior Cum Date)
- If this release is cumulative (Cumulative)
- Dates showing when this release was active (Active Start/Active End)
 - The Active End field is blank for the currently active release

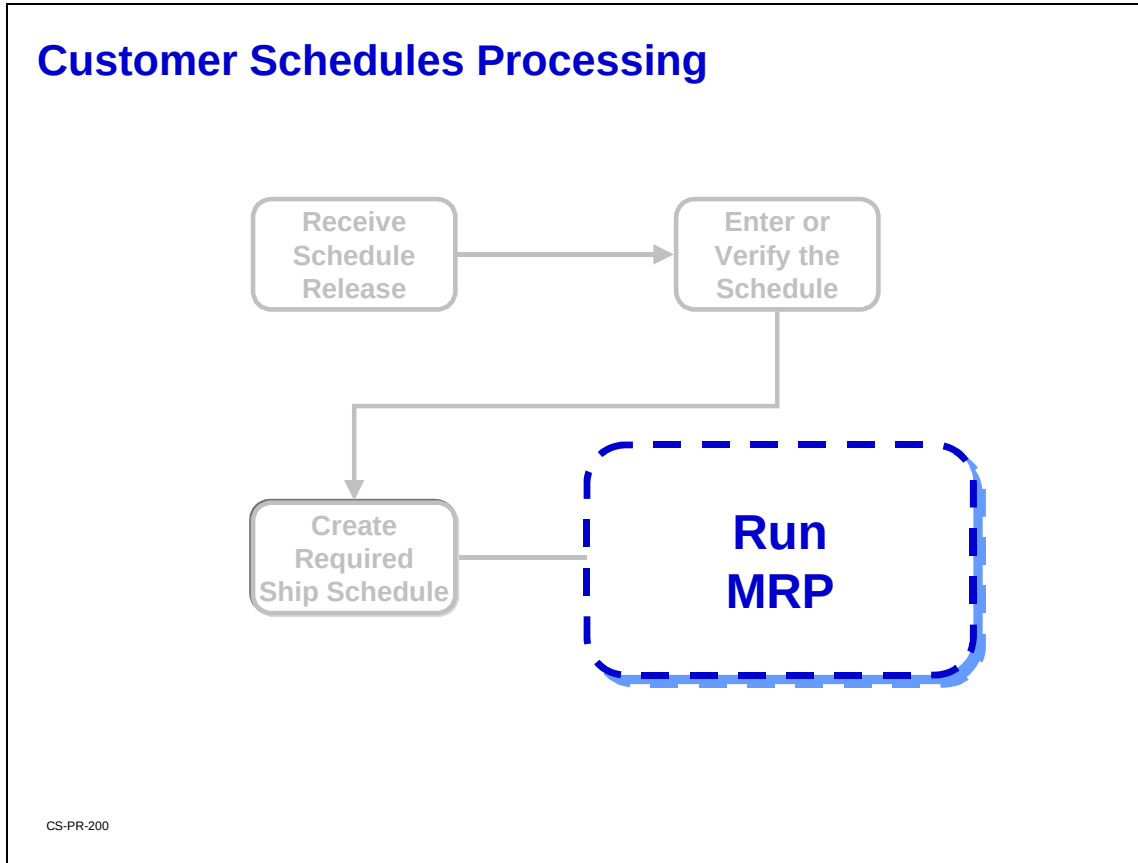
The third frame is the Schedule Detail Data frame. It shows the dates and quantities in the RSS, which were generated using the customer's requirements.

Field Definitions

Reference

The value of Reference is linked to the value for AUTHNBR. If you modify the Reference values, a new schedule detail record is created. Only one authorization number can exist for each entry. If you attempt to add a second authorization number, an error displays.

Note After completing all the frames, if this was not the active schedule, the system prompts you to make it the active schedule.

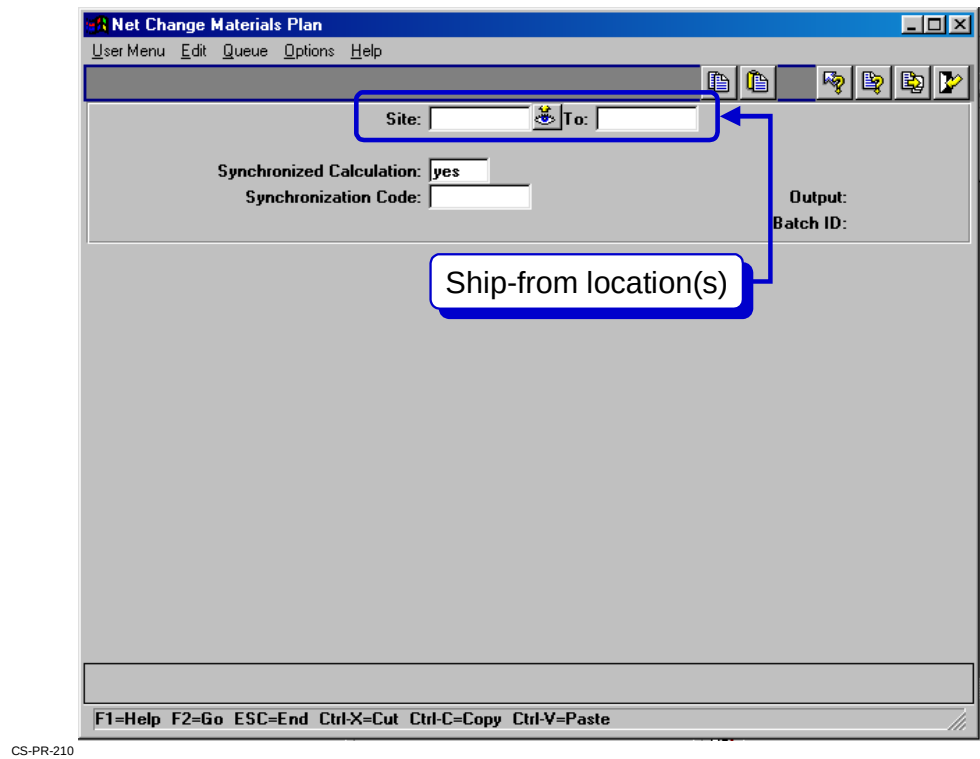


Run MRP

Once you have the active RSS, you are ready to run MRP to explode demand and schedule component orders. The dates in the RSS drive MRP. Sometimes a customer includes a time as well as the date. Although, MRP does not schedule by hours, you can use the times specified on the RSS to be more precise about when the customer wants the shipment to arrive.

MRP does not look at the customer's planning or shipping schedules. Only at the active RSS.

23.1 – Net Change Materials Plan



Net Change MRP

Menu Number 23.1

Use Net Change MRP to plan for items that have had changes in supply or demand since the last MRP run.



Discussed in the following Training Guide: Materials Requirements Planning

23.2 – Regenerate Materials Plan

Regenerate Materials Plan

User Menu Edit Queue Options Help

Site: To:

Synchronized Calculation:

Synchronization Code:

Output: Batch ID:

F1=Help F2=Go ESC=End Ctrl-X=Cut Ctrl-C=Copy Ctrl-V=Paste

CS-PR-220

Regenerative MRP

Menu Number 23.2

Use Regenerative MRP to look at all MRP-planned items and to create a completely new material plan.



Discussed in the following Training Guide: Materials Requirements Planning

23.3 – Selective Materials Plan

Selective Materials Plan

User Menu Edit Queue Options Help

Item Number: To:
 Site: To:

Master Scheduled Items: ☒ yes
 Non Master Scheduled Items: ☒ yes
 MRP Items: ☒ yes
 DRP Items: ☒ no
 Required Items Only: ☒ yes
 Resolve Low Level Codes: ☒ yes

Buyer/Planner:
 Prod Line:
 Group:
 Item Type:
 Supplier:
 Pur/Mfg:

Synchronized Calculation: ☒ yes
 Synchronization Code:

Output:
 Batch ID:

F1=Help F2=Go ESC=End Ctrl-X=Cut Ctrl-C=Copy Ctrl-V=Paste

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Selective Materials Plan

Menu Number 23.3

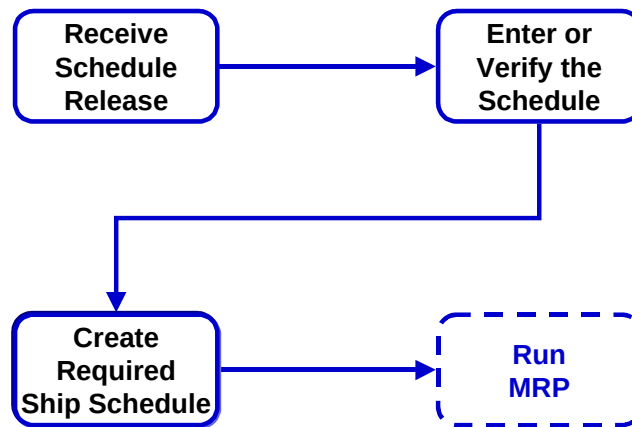
Use Selective Materials Plan to run MRP on selective items only.

- It can be run in net change mode by setting the Required Items Only field to Yes, or in regenerative mode by setting Required Items Only to No
- You can use Selective Materials Plan to plan master schedule items separately from other items, or to plan small groups of items by using buyer/planner, product line, group, type, supplier, or any combination of these, as selection criteria



Discussed in the following Training Guide: Material Requirements Planning

Customer Schedules Processing Summary



CS-PR-240



Course Overview

- ✓ Introduction to Customer Schedules
- ✓ Business Considerations
- ✓ Set up Customer Schedules
- ✓ Process Customer Schedules
- ◆ Process Customer Schedules Shipments

CS-PR-250

CHAPTER 5

Process Customer Schedule Shipments





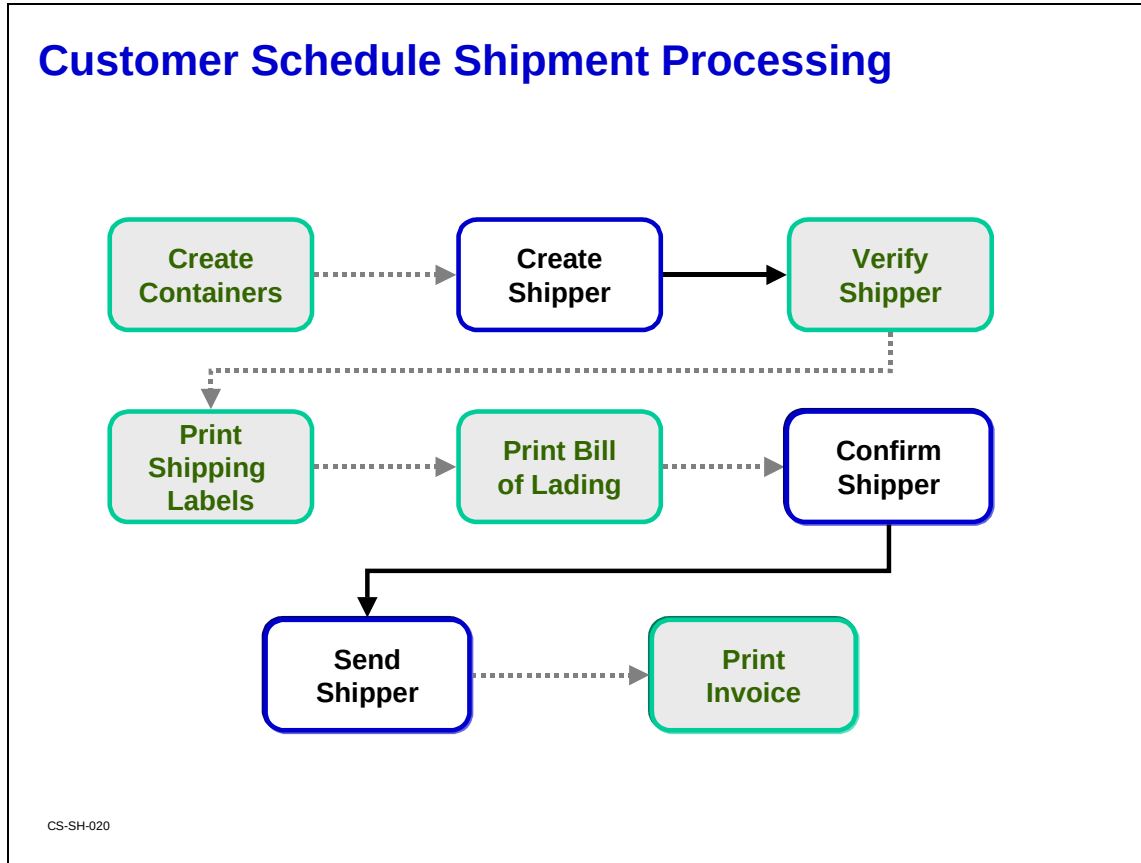
Process Customer Schedule Shipments

In this section you learn how to:

- ✓ Identify some key business considerations before setting up Customer Schedules in MFG/PRO
- ✓ Set up Customer Schedules in MFG/PRO
- ✓ Process Customer Schedules in MFG/PRO
- ✓ **Process Customer Schedule Shipments**

CS-SH-010

Process Customer Schedule Shipments



Customer Schedule Shipment Processing

This illustration is a suggested processing sequence of master files for customer schedule shipments which is based on information that flows from one master file to another and prerequisites that need to be accomplished before setting up a file. Reading the illustration:



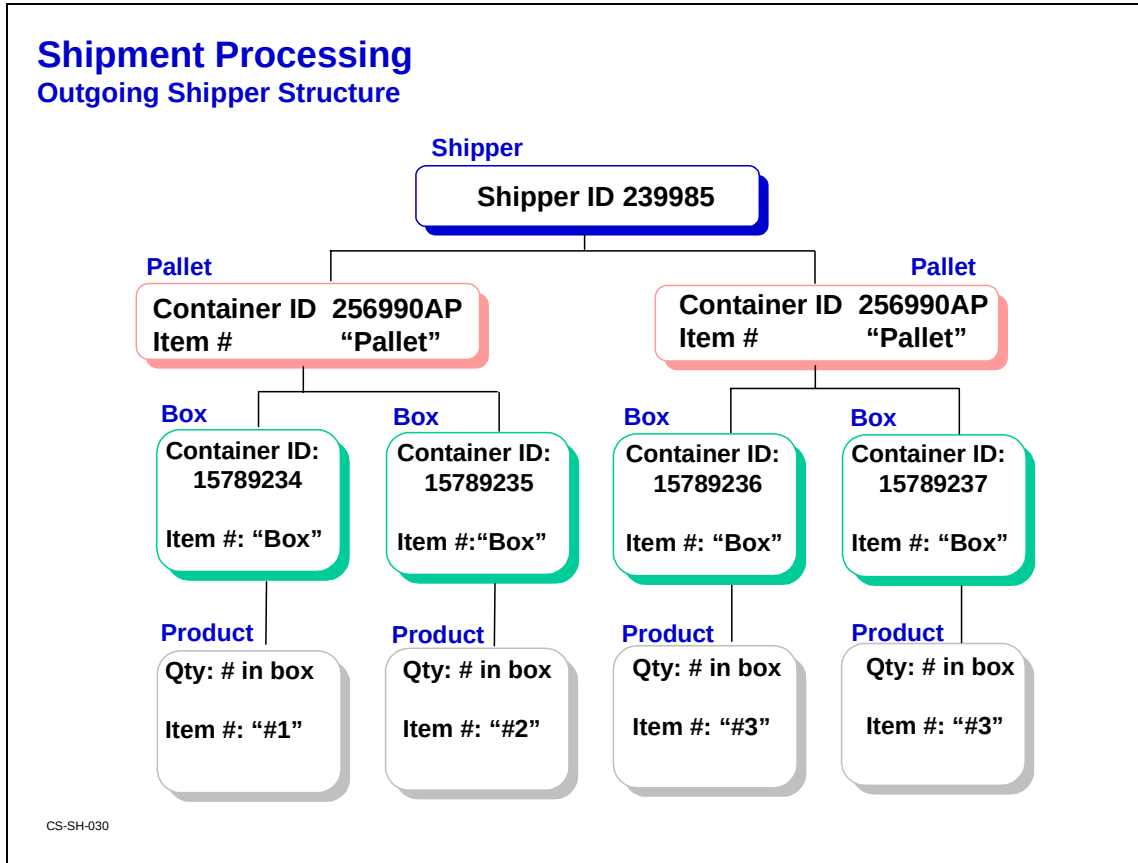
Boxes with solid lines are required to process customer schedules and are covered in this course.



Shaded boxes reflect optional steps, but are covered in this course.

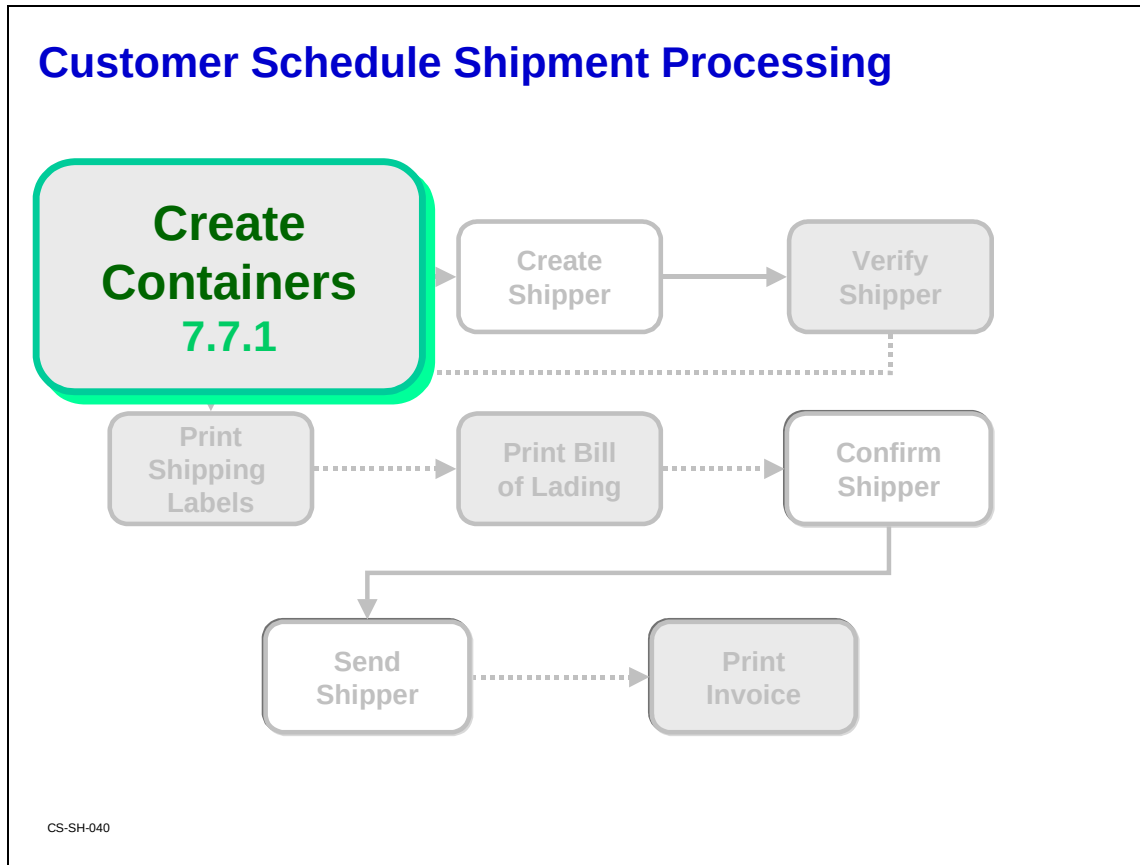


Boxes with dotted lines are required, but are covered at length in another course.



Shipment Processing

A shipment consists of multiple items, which can be end items or containers holding other containers and/or end items. Each shipper has a unique ID, which can also be the ASN number and invoice number. A shipper is defined for the entire shipment, which contains all containers as well as any items that are not in containers.



Create Containers

Shipment maintenance relies on a structural relationship between items and containers. Containers are similar to parent items and can include any number of items or other containers. You use containers to:

- Package and store finished goods at the end of a production line
- Warehouse finished goods in single level containers before shipping
- Consolidate finished goods going to the same location

MFG/PRO does not require that you use containers, you can list items directly under the shipper. However, if you use shipping labels, typically items must be in a container.

You can create containers in two places:

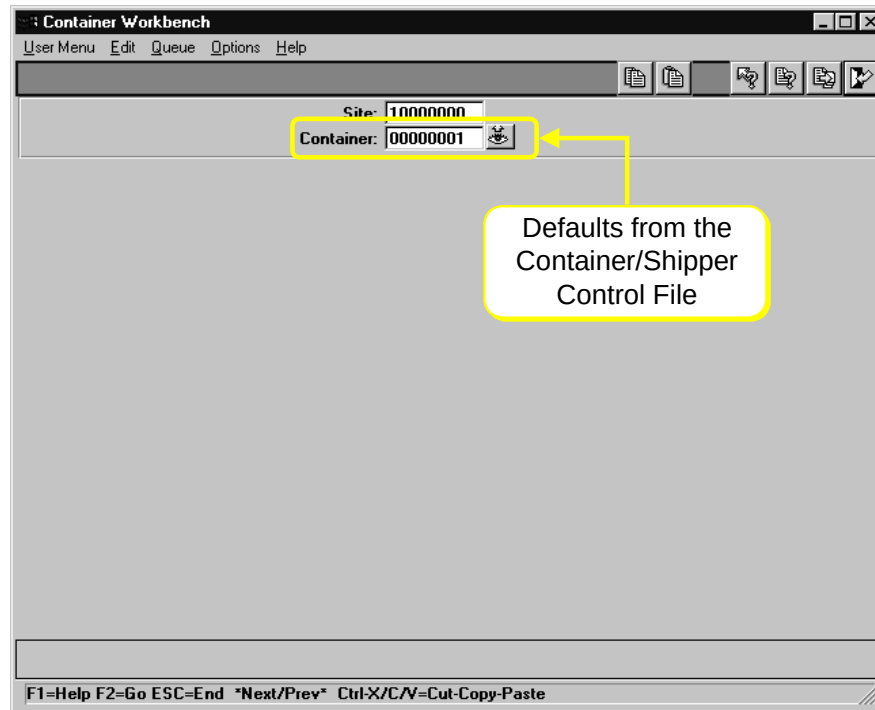
- Container Workbench 7.7.1
 - Single level containers
- Pre-Shipper/Shipper Workbench 7.9.2
 - Hierarchical containers

If you want to track container inventory, you need to assign a nonzero GL cost to container item numbers.

- Ensures that the system creates inventory transactions of type ISS-UNP when you confirm shippers referencing the container items

If you do not want to track container inventory, create dummy item numbers for containers that have zero GL costs.

7.7.1 – Container Workbench



CS-SH-050

Container Workbench

Menu Number 7.7.1

Use Container Workbench to containerize the shipment by creating or maintaining item/container records.

- Create the containers, then add the items to the containers

Since containers can be nested, start the setup with those containers that hold the shipped items (i.e., those at the bottom of the structure).

Note Container item numbers need to be set up before you can create a item/container record. You set up the container item numbers in Item Master Maintenance 1.4.1.

You start by entering the identifying information in the header frame. What displays next depends on if you are adding a new item/container record or if you are modifying an existing item/container record.

- If you are adding a new item/container record, there are three additional frames
- If you are modifying an existing item/container record, the next frame to display is the Container Workbench Frame

Header Frame – Field Definitions

Site, Container

These fields uniquely identify a container. The Site is the ship-from site code. Container is the container ID number. If you are creating a new container, leave the Container field blank. If you are modifying an existing container, enter the container ID number.

7.7.1 – Container Workbench: Container Information Frame

Container Workbench

User Menu Edit Queue Options Help

Container Information

Next Container:

Container Item:

Quantity: 1

UM:

Tare Weight:

Volume:

Site:

Location:

Lot/Serial:

Ref:

Multi Entry:

Enter data or press ESC to end.

Can leave blank to have system assign

CS-SH-060

Container Information Frame

This frame contains information about the container you are using. The quantity you enter here is distributed equally over all containers. For example, if you enter 6 containers in this frame and you enter 120 items in the Item Information frame, the system creates a container structure of 6 containers holding 20 items each.

- Any remainder is added to the first container

Field Definitions

Next Container

The container number to be assigned to the first container in the set of containers you are creating. You cannot use a container number that is already being used. If you leave this field blank, the next container number defaults from the Container Shipper Control File.

Note Each container in the shipment must have a unique ID.

Container Item

The item number of the container you are using for this shipment.

Quantity

The number of containers you are using.

- Defaults to one
- System creates as many container records as you specify here
 - Assigns sequential container numbers to each one

Note Each container record you create shares the same values that you enter in the container information field. If you set Multi Entry to Yes, you can assign different site, location, lot/serial, and reference codes for each record.

UM

The volume unit of measure of this container.

Tare Weight

The weight of the container deducted from the gross weight to obtain the net weight.

[UM Tare Weight]

The tare weight unit of measure for this container.

Volume

The volume of the container before packing or loading.

- Defaults from the Item Master

[UM Volume]

The volume unit of measure.

- Defaults from the Item Master

Site

Site code for the container.

- Defaults to the site entered in the header
- You can assign a different site by setting Multi Entry to Yes

Location

Location code for the container

- Defaults to the location associated with the item number entered in the Container Item field
- You can assign a different location by setting Multi Entry to Yes

Lot/Serial

The lot/serial number for the container.

- You can assign a different lot/serial number by setting Multi Entry to Yes

Note If Lot/Serial is Yes in the item master record of this container item, you must set Multi Entry to Yes and enter each lot/serial number separately.

Ref

The lot reference number for the container

- You can assign a different lot reference number by setting Multi Entry to Yes

Multi Entry

Indicates if the container records being created reference multiple sites, locations, lot/serial, and/or lot reference numbers.

- If Yes, the Issue Detail frame displays allowing you to add the additional information
- If No, the information you enter on this screen is used

7.7.1 – Container Workbench: Issue Detail Frame

Issue Detail - Quantity: 1 EA				
Site	Location	Lot/Serial	Reference	Quantity
5100				1.0
Site	Location	Lot/Serial	Reference	Quantity
5100				1.0 

CS-SH-070

Issue Detail Frame

Use the Issue Detail frame to assign for each container item different:

- Sites
- Locations
- Lot/serial numbers
- Lot reference numbers

7.7.1 – Container Workbench: Item Information Frame

Container Workbench
User Menu Edit Queue Options Help

Item Information

Item Number: 10-10000

OASIS(TM) COOLING
HOME/INDUST MOD

Quantity: 1.0

UOM: EA

Conversion: 1.0000

Net Weight: 50.00 KG

Volume: 1.00 CM

Site: 10000

Location: 200

Lot/Serial:

Ref:

Multi Entry: no

Comments: no

F1=Help F2=Go ESC=End *Next/Prev* Ctrl-X/C/V=Cut-Copy-Paste

CS-SH-080

Item Information Frame

You use this frame to enter information about the items being placed in the container.

Item Number

The item number of the item you are adding to the container.

Quantity

The number of items being added to the container.

UM

The unit of measure of the item.

- Defaults from the Item Master

Conversion

The conversion factor for the system to use if you specify an alternate unit of measure.

Net Weight

The net weight per unit of the item.

- Defaults from the Item Master

[UM Net Weight]

The net weight unit of measure of the item.

- Defaults from the Item Master

Volume

The volume of the item.

- Defaults from the Item Master

[UM Volume]

The volume unit of measure of the item.

- Defaults from the Item Master

Site

The site code for the item.

Location

The location of the item.

Lot/Serial

The lot/serial number of the item.

Ref

The reference number of the item.

Multi Entry

Indicates if the items being added reference multiple sites, locations, lot/serial, and/or lot reference numbers.

- If Yes, the Issue Detail frame displays allowing you to add the additional information
- If No, the information you enter on this screen is used

Comments

Comments or remarks associated with the item.

- If Yes, you can enter new comments or edit existing comments
- If No, you cannot enter or edit comments

7.7.1 – Container Workbench: Container Workbench Frame

Level	Container	Item Number	Quantity	UM
	00000000	02-0010	1.0	EA
.1		02-0010	5.0	EA

Container: 00000000	Volume: 0.1	cm
Item Number: 02-0010	Site: train	Loc: 200
Quantity: 1.0	UM: EA	Lot/Serial:
Net Weight: 300.0	G	Ref:
Tare Weight: 65.0	G	Kanban:
Gross Weight: 390.0	G	Description: ERASER REFILL PAC

F1=Help F2=Go F3=Add ESC=End F5=Delete

CS-SH-090

Container Workbench Frame

There are two frames. The Container Workbench frame displays the containers in a hierarchical level, showing each container and the items contained in each container. The container detail frame displays detailed item/container information. Using these frames, you can:

- Modify detail for a container
- Add another container to the master container
- Add an item to a container
- Delete an item from a container

To select a container or item, position your cursor at the line (use the arrow keys to move up and down), then press Enter. Your cursor moves to the lower frame which displays detail information for the selected item or container.

Field Definitions**Container**

The container number of this container item.

Item Number

The item number of the container or item.

Quantity

The number of items (Item Number) being added to the container.

UM

The unit of measure of the item.

- Reference only

Net Weight

The net weight per unit of the item or container

[UM Net Weight]

The net weight unit of measure of the item or container.

Gross Weight

The gross weight of the item or container.

- If a container item number, it is the sum of the net weight of the container item number plus the net weight of the item numbers added to the container
- If an item number, it is the net weight of the item

[UM Gross Weight]

The gross weight unit of measure of the item or container.

Volume

The volume of the item or container.

[UM Volume]

The volume unit of measure of the item or container.

Site

The site code for the item or container.

Lot/Serial

The lot/serial number of the item or container.

Ref

The reference number of the item or container.

Kanban

The kanban number of the container.

- Reference only

Description

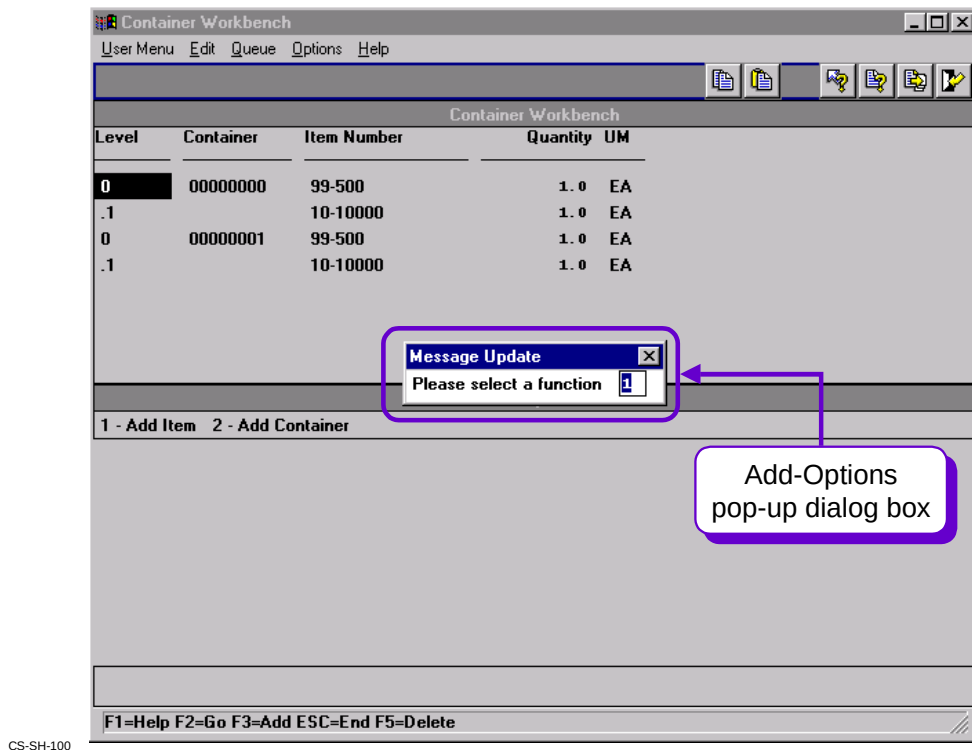
The description of the item or container.

Comments

Comments or remarks associated with the item.

- If Yes, you can enter new comments or edit existing comments
- If No, you cannot enter or edit comments

7.7.1 – Container Workbench: Adding a Container or Item



Adding a New Item/Container Record

To Add a Container

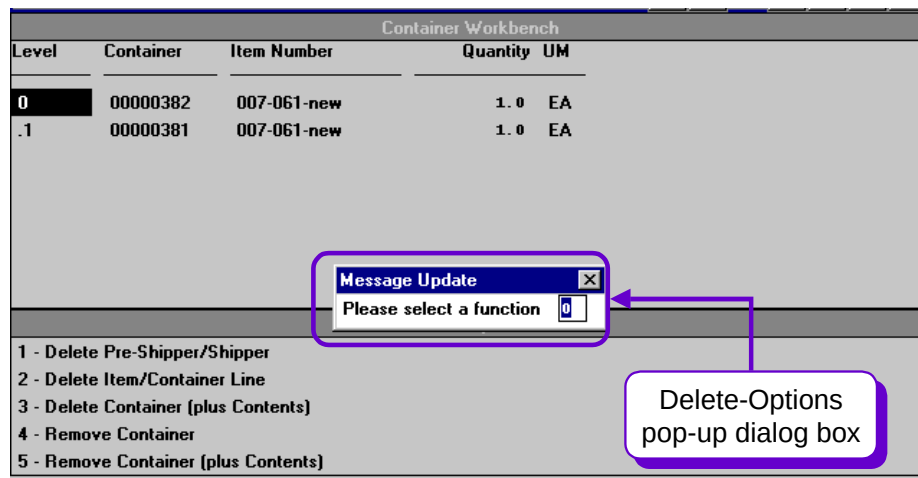
- 1 From the container detail frame, press F3 (Add).
The Add Options pop-up box appears.
- 2 Choose option 2, Add Container.
The Container Information frame appears.
- 3 Enter the container item number you are adding and complete the remaining container information.

To Add an Item to an Existing Container

- 1** In the Container Workbench frame, using your arrow keys, select the container to which you are adding the item.
- 2** Press F3 (Add).
The Add Options pop-up box appears.
- 3** Choose option 1, Add Item.
The Item Information frame appears.
- 4** Enter the item number you are adding and complete the remaining item information.

When all item/container information has been entered, the Container Workbench frame displays all item/container information in hierarchical order. It shows all the containers and the items contained in each container. If you wish to modify any of the information, move your cursor to the desired record and press Go or Enter. The item/container information displays in the lower frame where you can make the desired modifications.

7.7.1 – Container Workbench: Deleting a Container or Item



CS-SH-110

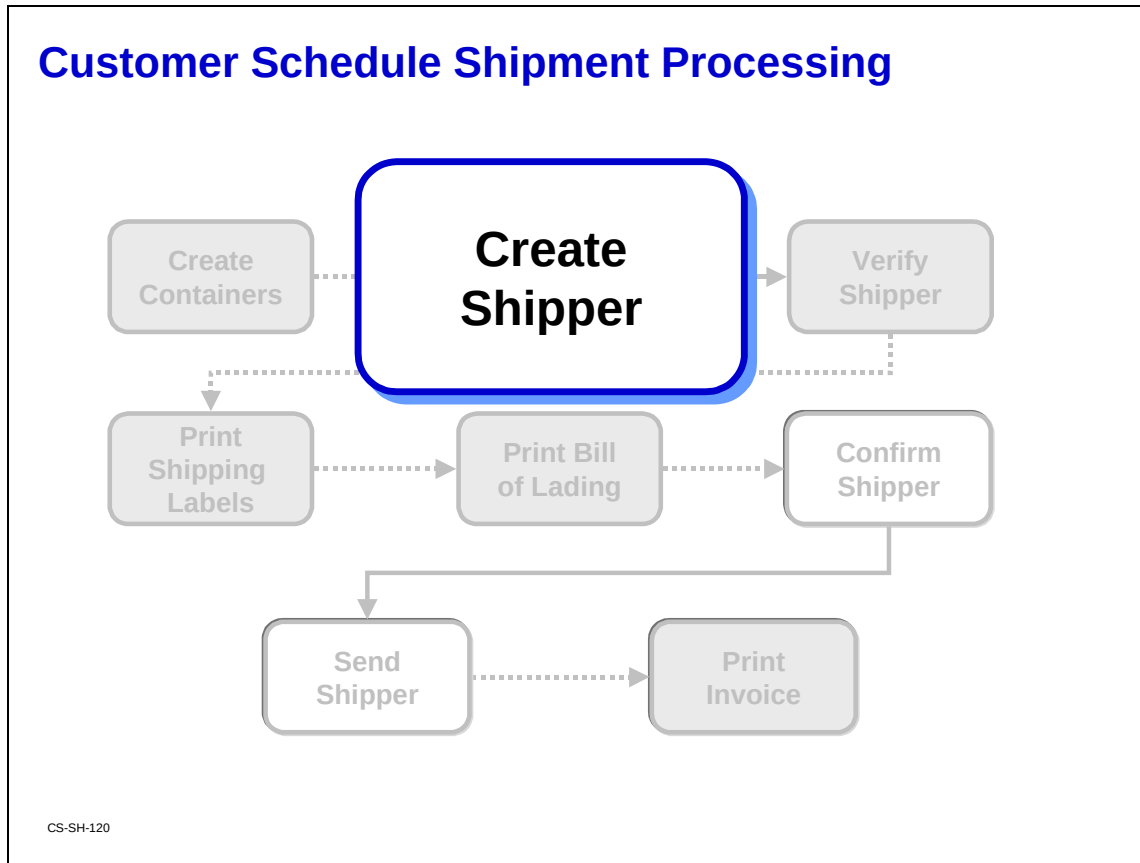
Deleting an Existing Item/Container Record

- 1 In the Container Workbench frame, select the item or container.
- 2 Press F5 (Delete).
- 3 Choose one of the following options:

Choose	To
1 – Delete Pre-Shipper/Shipper	Delete the entire container from the database.
2 – Delete Item/Container Line	Delete a container or item line from the database. Any container or item belonging to the deleted container or item line is moved up one level. You cannot delete a container line if it results in an item that does not have a container item.

Choose	To
3 – Delete Container (plus contents)	Delete a container and all containers or items belonging to it.
4 – Remove Container	Remove a next level container from a container. The container can still be accessed under its own container number.
5 – Remove Container (plus contents)	Remove a next level container and all containers or items belonging to it from a container. The container can still be accessed under its own container number.

- 4** The system prompts you to confirm the deletion. Choose one of the following:
- Yes to confirm the deletion
 - No to cancel the deletion



Create Shipper

A shipper is a document that records what is being shipped. You can send the shipper:

- Electronically as an ASN
- With the shipment

The pre-shipper is used to select the containers and items which make up the shipment. (The terms picklist and pre-shipper are synonymous.)

- A pre-shipper is the basis for a shipper

The system uses the shipper to select and ship inventory. You can create a shipper automatically using Picklist/Pre-Shipper – Automatic 7.9.1 or Shipper Gateway 7.9.22.

7.9.1 – Picklist/Pre-Shipper Automatic

Picklist/Pre-Shipper - Automatic

File Menu Edit Queue Options Help

Due Date: / / 31 : To: / / :

Sales Order: To:

Ship-To: To:

Language: To:

Site: To:

Address List Type: To:

Item Number: To:

Reference: To:

Auto Allocation: ☐ no Break on Maximum Weight: 0.00

Allocate Components: ☐ no Break on Maximum Volume: 0.00

Ship Avail Qty for Kit: ☐ no Include Packing List Comments: ☐ no

Stage Open Quantities: ☐ no Print Only Lines to Pick: ☐ yes

Override Partial OK: ☐ no Print Features and Options: ☐ no

Use Containers: ☐ no Print Packing List Comments: ☐ no

Break on Sales Order: ☐ no Create Pre-Shipper in SO UM: ☐ yes

Update: ☐ yes Form Code: 1

Output:
Batch ID:

F1=Help F2=Go ESC=End Ctrl-X=Cut Ctrl-C=Copy Ctrl-V=Paste

Picklist/Pre-Shipper – Automatic

Menu Number 7.9.1

Use Picklist/Pre-Shipper – Automatic to create a pre-shipper for scheduled orders.

- Can create pre-shippers in batches

Note MFG/PRO converts pre-shippers to shippers before shipping.

Creating a pre-shipper pegs shipper lines based on the active RSS for the appropriate requirement.

- As shipper lines are created and pegged, the requirement is consumed

Field Definitions

Auto Allocation

Determines if the system performs a general inventory allocation for confirmed scheduled order lines that are not yet general allocated at the time you run Picklist/Pre-Shipper Automatic.

- If Yes, allocations are limited to the quantity available to allocate
 - If there is not enough inventory to allocate the entire scheduled order, the system partially allocates the inventory
 - If there is no inventory available to allocate, the system does not allocate inventory for the scheduled order
- If No, system does not allocate inventory
 - Default

Allocate Components

Lets you automatically apply pick logic and create detail inventory allocations for components of configured kits.

- If Yes, system creates detail allocations for the confirmed scheduled order lines
- If No, system uses scheduled order line site for the site and default item location
 - Default

Note Quantity to ship for a component is determined by the quantity open for the configured kit item, not the quantity available to allocate for the component.

Ship Avail Qty for Kit

Determines quantity picked for kit items. (A kit is a type of configured item that represents a set of items that are picked and shipped together. No real assembly takes place.)

- If Yes, the system determines the component of the kit with the least quantity available to allocate
 - The quantity to ship for the kit item is set to this quantity
- If No, the quantity to ship for the kit item is set to the corresponding quantity open on the order line
 - Default

Stage Open Quantities

Allows creation of picklists for scheduled order lines that cannot be detail allocated because inventory is not yet available. Useful if at the time you create the picklist the inventory is not available, but will become available soon.

- If Yes, picklists will be created based on open scheduled order line quantities.
 - The open scheduled order line quantity does not have to be detail allocated
 - Can create a pre-shipper for an order line even if there is insufficient inventory
 - Overrides the effects of the Auto Allocation setting and overrides a Yes setting in Ship Avail Qty for Kit
- If No, picklists will be created based on scheduled order lines that have been detail allocated only
 - Default

Note If this option is set to Yes, you cannot have the Use Containers option also set to Yes.

Override Partial OK

Determines if the partial shipment flag on each scheduled order is to be considered when printing picklists.

- If Yes, the customer will accept a partial shipment
 - A packing list prints (and shipments made) even if the entire scheduled order quantity is not available
 - The remainder of the scheduled order is backordered and remains in the system until it can be shipped
- If No, the customer will not accept partial shipment
 - If all items are not available (allocated) and cannot be completely shipped, a packing list does not print for this scheduled order
 - Packing list prints only if all line items have been allocated
 - Default

Use Containers

Determines if containers meeting specific criteria are assigned to and referenced on the picklists. Useful if you temporarily store your finished goods in containers before shipping. It allows you to pick specific containers rather than items at specific locations.

- If Yes, system assigns containers meeting the specific criteria to picklists

- Picklists reference the assigned containers
- If No, system does not assign containers to picklists
 - Default

Note If this option is set to Yes, the Stage Open Quantities options cannot be set to Yes.

Only containers meeting the following criteria are assigned to picklists:

- The container has no parent
 - The container cannot already be assigned to another container, pre-shipper, or shipper
- The container contains only the scheduled order line item number.
 - Automatic container assignment doesn't work when containers contain more than one item number
- The container contains a quantity of the scheduled order line item number that is equal to or less than the uncontainerized quantity for the scheduled order line
- The container item number is either the primary container for the scheduled order line or one of the alternate containers for the scheduled order line

Break on Sales Order

Determines if system creates separate pre-shippers for each selected scheduled order with the same ship-to.

- If Yes, system creates separate pre-shippers
- If No, system creates a combined pre-shipper
 - Default

Update

Determines if the changes are made to the database.

- If Yes, the system generates the report and makes the changes to the database
 - Default
- If No, the system only generates the report

Break on Maximum Weight

Determines the maximum gross weight for the pre-shipper.

- If zero (0), system creates pre-shippers without regard to maximum gross weight

- If nonzero, system checks pre-shipper gross weight before adding a new order line item to make sure the addition will not cause the pre-shipper to exceed the maximum gross weight
 - If it would exceed the maximum gross weight, the system creates a new pre-shipper

[UM Maximum Weight]

The unit of measure of the Break on Maximum Weight value.

Break on Maximum Volume

Determines the maximum volume for the pre-shipper.

- If zero (0), the system creates pre-shippers without regard to maximum volume
- If nonzero, the system the pre-shipper volume before adding a new order line item to make sure the addition will not cause the pre-shipper to exceed the maximum volume
 - If it would exceed the maximum volume, the system creates a new pre-shipper

[UM Maximum Volume]

The unit of measure of the Break on Maximum Volume value.

Include Packing List Comments

Determines whether or not the system leaves room for packing list comments on the pre-shipper.

- If Yes, the system leaves room for packing list comments on the pre-shipper
- If No, the system does not leave room for packing list comments on the pre-shipper
 - Default

Print Only Lines to Pick

Determines if the system prints on the pre-shipper all scheduled order line item numbers that have been detailed allocated.

- If Yes, system prints only scheduled order line item numbers that have been detailed allocated
 - Default
- If No, system prints all scheduled order line item numbers

Print Features and Options

Determines if the system prints configures line item numbers followed by a list of features and options.

- If Yes, features and options print after the configured item number
- If No, only the configured item number prints
 - Default

Print Packing List Comments

- If Yes, system prints packing list comments
- If No, system does not print packing list comments
 - Default

Create Pre-Shipper in SO UM

When an alternate unit of measure (UM) is used, this determines which UM the system uses when creating the pre-shipper.

- If Yes, system uses the UM specified on the scheduled order in Scheduled Order Maintenance
 - Default
- If No, system uses the UM specified for the item in Item Master Maintenance

Form Code

The form code of the document format on which you want these documents to print.

- Defaults to 1

Shipper Verification

Shipper verification occurs automatically at the end of processing. A pre-shipper is generated displaying the general order details (order number, ship-to, item number) and the pre-shipper number. It also provides information regarding the pegged requirements, including requirement detail authorization numbers.

- Authorization numbers are assigned to shipper lines based on a FIFO (first in, first out) method

You can use Pre-Shipper/Shipper Workbench 7.9.2 to view and maintain pegged shipper lines.



Important The data used in these exercises may not be the same as the data shown in the screen captures in this lesson. In an exercise, if a field is not listed, you can accept the default value or leave it blank.

Exercise: Create Shipper

Description: You are going to create a shipper.

- 1 Using the information below, create a shipper for the ship-to address.

Field	Data
Sales Order/To	[your number]
Ship-To/To	10041
Site/To	Train
Item Number/To	02-0005
Auto Allocation	No
Allocate Components	No
Ship Avail Qty for Kit	No
Stage Open Quantities	Yes
Override Partial OK	Yes
Use Containers	No
Break on Sales Order	No
Print Only Lines to Pick	No

Use Picklist/Pre-Shipper-Automatic, 7.9.1

- 2 The system asks if you want to update quantity picked. Select Yes.

7.9.2 – Pre-Shipper/Shipper Workbench

Pre-Shipper/Shipper Workbench

User Menu Edit Queue Options Help

Ship-From: 10000

Pre-Shipper/Shipper: Shipper

Number:

Ship-To/Dock: 15000

Shipping Group: Local Local Shipments

Inventory Movement Code: Std_Ship Standard Sales Order Shipment

F1=Help F2=Go ESC=End *Next/Prev* Ctrl-X/C/V=Cut-Copy-Paste

Leave blank to have system assign number

CS-SH-150

Pre-Shipper/Shipper Workbench

Menu Number 7.9.2

Use Pre-Shipper/Shipper Workbench to:

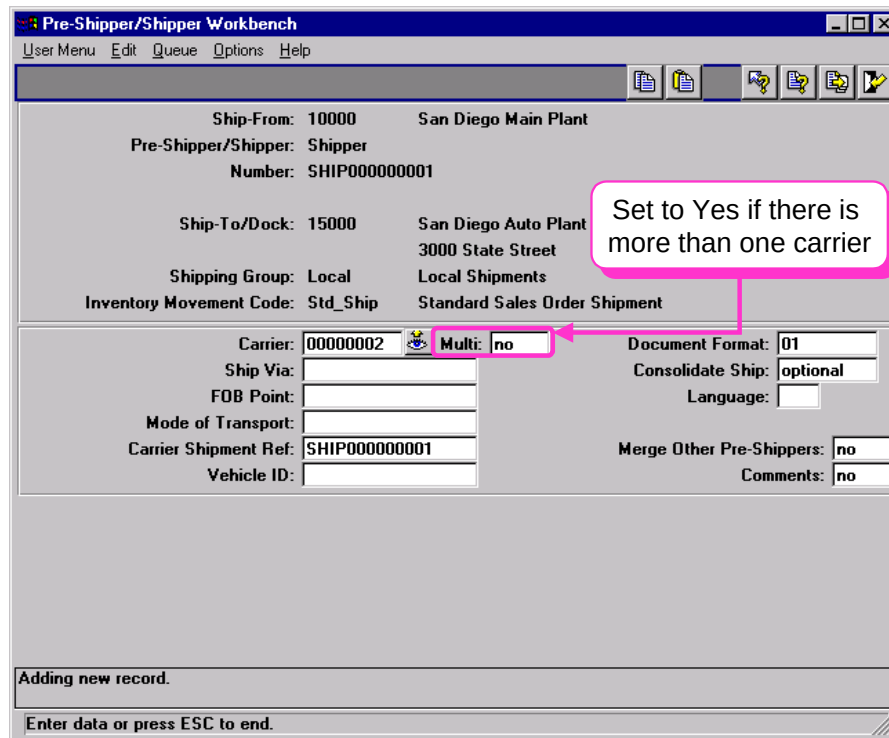
- Modify pre-shippers that were created automatically
- Maintain the relationship between RSS requirements and individual shipper lines
- Maintain item/container records for a pre-shipper/shipper
- Create a pre-shipper/shipper without using Picklist/Pre-Shipper Automatic
- Establish a master container hierarchy

Header Frame

The header frame uniquely identifies shipper using the ship-from site, pre-shipper/shipper number, ship-to.

- If a pre-shipper exists for the entered information, the system retrieves that pre-shipper
- If a pre-shipper does not exist, the system creates a new document

7.9.2 – Pre-Shipper/Shipper Workbench: Carrier Detail Frame



Pre-Shipper/Shipper Workbench

User Menu Edit Queue Options Help

Ship-From: 10000 San Diego Main Plant

Pre-Shipper/Shipper: Shipper

Number: SHIP000000001

Ship-To/Dock: 15000 San Diego Auto Plant
3000 State Street

Shipping Group: Local Local Shipments

Inventory Movement Code: Std_Ship Standard Sales Order Shipment

Carrier: 00000002 Multi: ☐ no

Document Format: 01

Ship Via:

FOB Point:

Mode of Transport:

Carrier Shipment Ref: SHIP000000001

Vehicle ID:

Consolidate Ship: optional

Language:

Merge Other Pre-Shippers: no

Comments: no

Adding new record.

Enter data or press ESC to end.

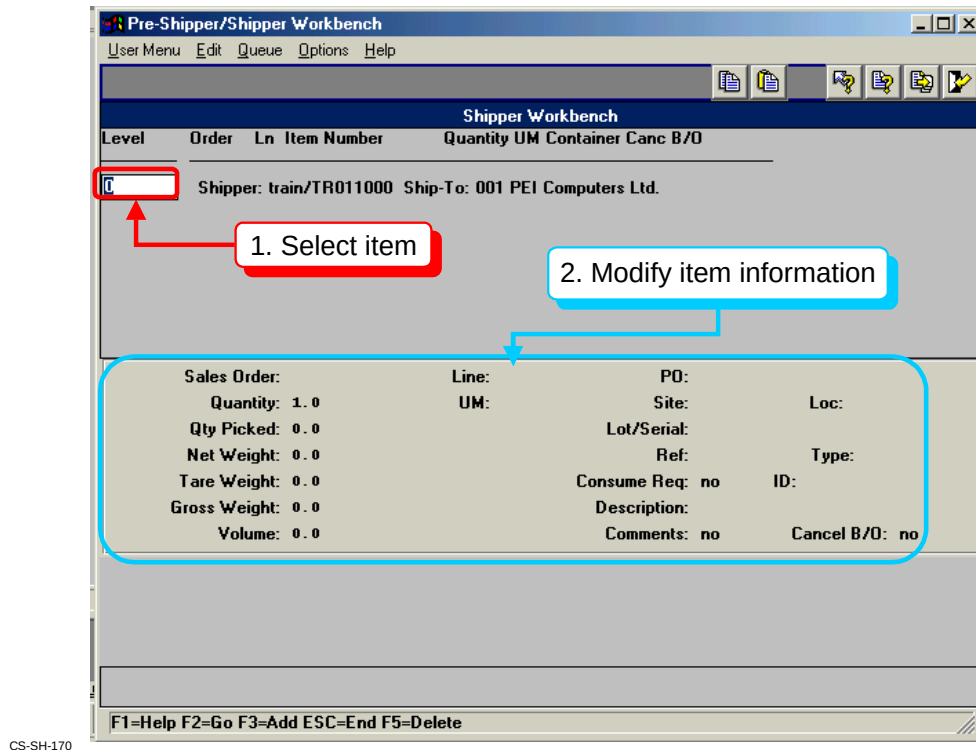
CS-SH-160

Carrier Detail Frame

Use the Carrier Detail frame to enter carrier data for this shipment (Ship Via, FOB Point, Mode of Transport).

- If the shipment uses more than one carrier, set the Multi field to Yes
 - The Carriers frame displays
- If you are combining pre-shippers, set the Merge Other Pre-Shippers field to Yes
 - Defaults to No
 - Cannot merge shippers
 - Merged pre-shippers must share the same Ship-To/Dock address
 - If Yes, the system prompts you to enter the pre-shipper number you want to merge with this pre-shipper

7.9.2 – Pre-Shipper/Shipper Workbench: Shipper Workbench Frame



Shipper Workbench Frame

The Shipper Workbench frame shows what items and containers are included in this shipment. The lower frame shows the shipper detail for individual items or containers. Using these frames, you can:

- Add items or containers
- Delete items or containers
- Modify or remove items for the item/container records
- Maintain pegged shipper lines

7.9.2 – Pre-Shipper/Shipper Workbench: Item Information Frame

Pre-Shipper/Shipper Workbench

User Menu Edit Queue Options Help

Item Information

Item Number:

Purchase Order:

Sales Order: Line:

Quantity: Site:

UM: Location:

Conversion: Lot/Serial:

Ship Type: Ref:

Net Weight: Multi Entry:

Volume: Comments:

ID: Detail Alloc:

Ship Avail Qty For Kit:

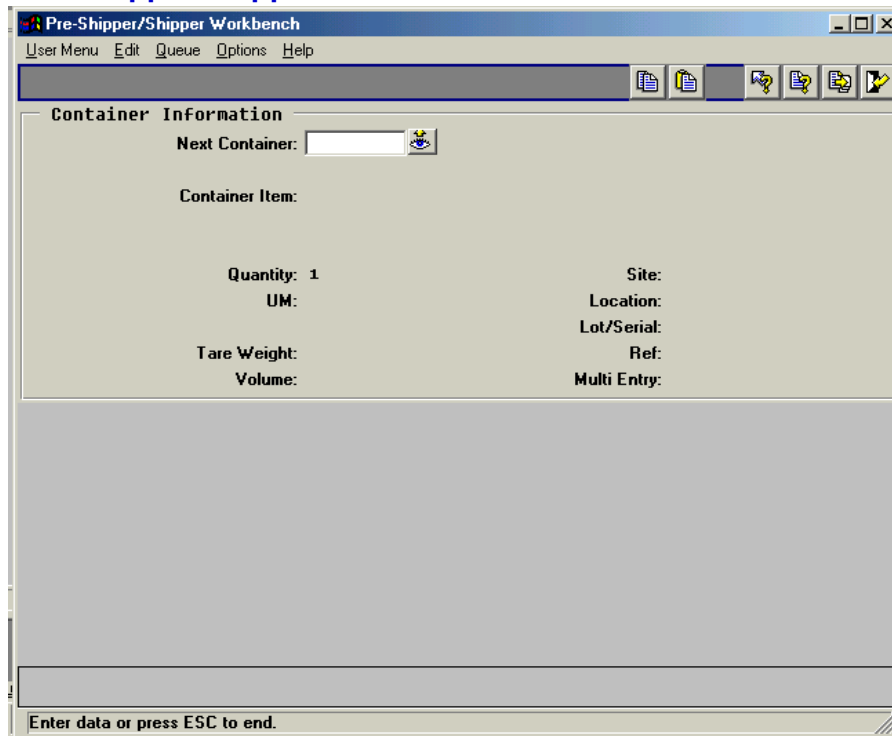
To Add an Item:

- 1 In the Shipper Workbench frame, using your arrow keys, select a container number, pre-shipper number or shipper number.
- 2 Press F3 (Add).
The Add Options pop-up box appears.
- 3 Choose option 1, Add Item.
The Item Information frame appears.
- 4 In the Item Number field enter the item number you are adding and in the Sales Order field enter the scheduled order number.

Note The item must be from an open scheduled order having the same ship-from and ship-to as the pre-shipper or shipper.

- 5 Complete the remaining item detail information.

7.9.2 – Pre-Shipper/Shipper Workbench: Container Information Frame



Pre-Shipper/Shipper Workbench

User Menu Edit Queue Options Help

Container Information

Next Container:

Container Item:

Quantity: 1 Site:

UM: Location:

Tare Weight: Lot/Serial:

Volume: Ref:

Multi Entry:

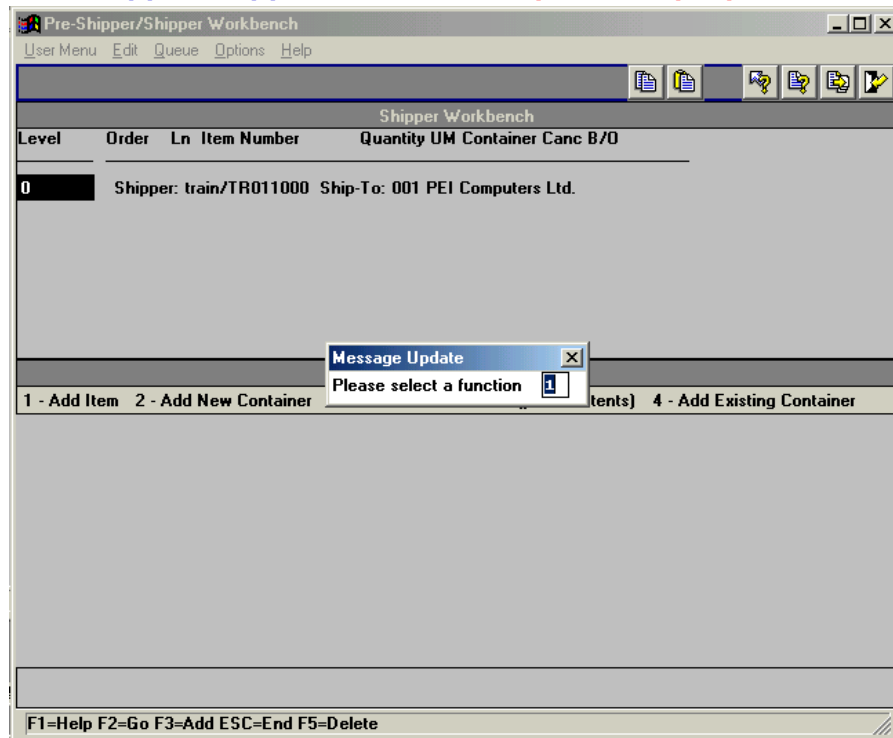
Enter data or press ESC to end.

CS-SH-190

To Add a Container

- 1 In the Shipper Workbench frame, using your arrow keys, select a container number, pre-shipper number or shipper number.
 - 2 Press F3 (Add).
The Add Options pop-up box appears.
 - 3 Choose option 2, Add Container.
The Container Information frame appears.
- Note** You can only add to a pre-shipper containers created in Container Workbench.
- 4 Enter the item number for the container you are adding and complete the remaining container information.

7.9.2 – Pre-Shipper/Shipper Workbench: Options Pop-Up Box



CS-SH-200

Add a Container of Items

- 1 In the Shipper Workbench frame, using your arrow keys, select a container number, pre-shipper number or shipper number.
- 2 Press F3 (Add).
The Add Options pop-up box appears.
- 3 Choose option 3, Add Container (plus Contents).
The Container Information frame appears.
- 4 Enter the item number for the container you are adding and complete the remaining container information.
The Item Information frame appears

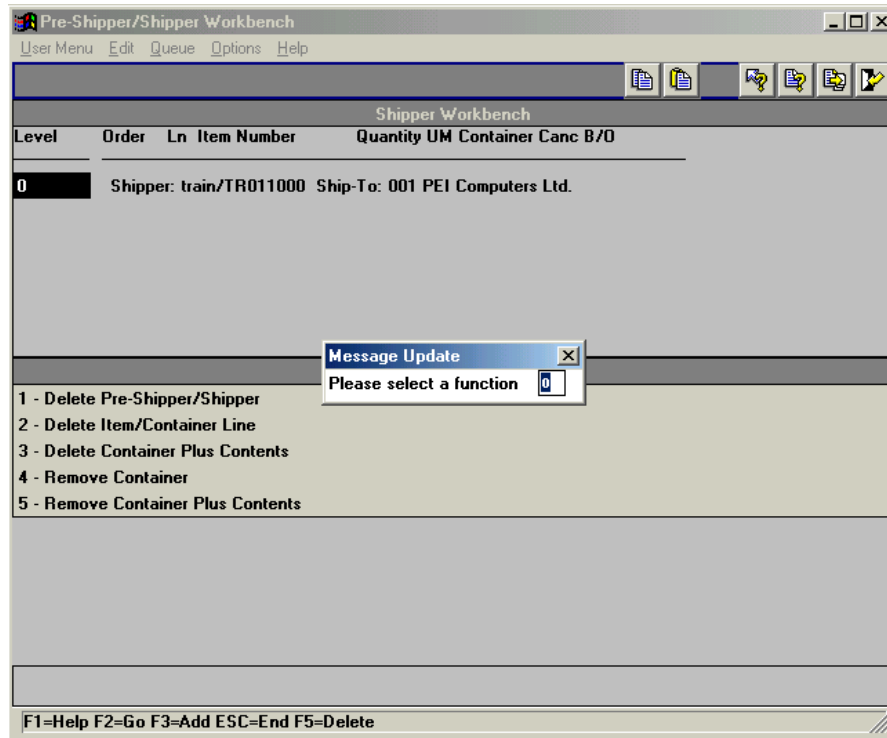
Note You cannot add a container created in Container Workbench to a shipper.

- 5** In the Item Number field enter the item number you are adding and in the Sales Order field enter the scheduled order number.

Note The item must be from an open scheduled order having the same ship-from and ship-to as the pre-shipper or shipper.

- 6** Complete the remaining item detail information.

7.9.2 – Pre-Shipper/Shipper Workbench: Delete Options



CS-SH-210

To Delete or Remove Items/Containers

- 1 In the Shipper Workbench frame, using your arrow keys, select a container number.
- 2 Press F5 (Delete).
- 3 Choose one of the following options:

Choose	To
1 – Delete Pre-Shipper/Shipper	Delete the entire container from the database.
2 – Delete Item/Container Line	Delete a container or item line from the database. Any container or item belonging to the deleted container or item line is moved up one level. You cannot delete a container line if it results in an item that does not have a container item.
3 – Delete Container Plus Contents	Delete a container and all containers or items belonging to it.

Choose	To
4 – Remove Container	Remove a next level container from a container. The container can still be accessed under its own container number.
5 – Remove Container Plus Contents	Remove a next level container and all containers or items belonging to it from a container. The container can still be accessed under its own container number.

- 4** The system prompts you to confirm the deletion. Choose one of the following:
- Yes to confirm the deletion
 - No to cancel the deletion

7.9.2 – Pre-Shipper/Shipper Workbench

Pre-Shipper/Shipper Workbench

User Menu Edit Queue Options Help

Shipper Workbench

Level	Order	Ln	Item Number	Quantity	UM	Container	Canc	B/O
			Shipper: train/TR011000 Ship-To: 001 PEI Computers Ltd.					

Sales Order: Line: PO:

Quantity: 1.0 UM: Site: Loc:

Qty Picked: 0.0 Lot/Serial:

Net Weight: 0.0 Ref: Type:

Tare Weight: 0.0 **Consume Req: no** ID:

Gross Weight: 0.0 Description:

Volume: 0.0 Comments: no Cancel B/O: no

F1=Help F2=Go F3=Add ESC=End F5=Delete

CS-SH-220

To Maintain Pegged Shipper Lines

- 1 In the Shipper Workbench frame, using your arrow keys, select the desired line.
- 2 Press Go or Enter.
- 3 Set the Consume Req field to Yes.

The Consume Required Ship Schedule Requirements frame displays.

7.9.2 – Consume Required Ship Schedule Requirements Frame

Pre-Shipper/Shipper Workbench

User Menu Edit Queue Options Help

Shipper Workbench

Level	Order	Ln	Item Number	Quantity	UM	Container
0	Shipper: 10000/SHIP0000			Ship-To: 10010001 WESTWOOD HALLMARI		
.1	1	1	44-100	1.0	EA	

Qty To Ship: 1.0 Peg Qty: 0.0

Consume Required Ship Schedule Requirements

Date	Time	Int	Reference	Open Qty	Ship Line Peg Qty
07/07/98	10:00	D		2.0	0.0

Specify amount of requirement pegged to the authorization number

No help available for this field abstr_qty [Used: <abstr_qty> and <abstr_qty, rcshwb>].

F1=Help F2=Go ESC=End *Next/Prev* Ctrl-X/C/V=Cut-Copy-Paste

CS-SH-230

Consume Required Ship Schedule Requirement Frame

This frame displays if the Consume Req field was set to Yes. This frame shows the RSS requirements for the scheduled order line number.

You can modify the Ship Line Peg Qty. The system adjusts the Open Qty based on the pegged quantity you enter.

The system calculates the open quantity for the requirement based on:

- 1 The Ship Complete percentage set in Scheduled Order Maintenance.
- 2 The RSS requirement quantity tied to this shipper line.
- 3 The amount pegged (i.e., the quantity entered in Ship Line Peg Qty).
- 4 Dynamic Unpeg set in Scheduled Order Maintenance.

7.9.2 – Pre-Shipper/Shipper Workbench: Trailer Information Frame

The screenshot shows the 'Pre-Shipper/Shipper Workbench' window. The 'Trailer Information' frame is highlighted with a blue border. The window contains the following information:

Ship-From: train Training Database Site
 Pre-Shipper/Shipper: Shipper
 Number: TR011000EXP

Ship-To/Dock: 001 PEI Computers Ltd.
 37 Atlantic Road
 Shipping Group: TR-SLSX TRAIN Export Sales Shipments
 Inventory Movement Code: SLS-EXP Export Sales Shipments

Trailer Information

Status: ☐ Trailer Comments: no
 Cancel Date:

F1=Help F2=Go F3=Add ESC=End F5=Delete

CS-SH-240

Trailer Information Frame

Status

Specifies if the shipper is active or cancelled.

- If blank, the shipper is active
 - Newly created shipper
- If X, the shipper is cancelled
 - You cannot cancel a confirmed shipper
 - Cancelled shippers are ignored by the system, except for deleting or archiving
- If C, the shipper is confirmed
 - Confirmed in Pre-Shipper/Shipper Confirmed 7.9.5

Cancel Date

The date the shipper was cancelled.

Trailer Comments

Determines if trailer comments are added to this shipment.

- If Yes, you can enter trailer comments
 - A Transaction Comments screen appears
- If No, you cannot enter trailer comments

7.9.2 – Pre-Shipper/Shipper Workbench: Print Shipper Frame

Pre-Shipper/Shipper Workbench

User Menu Edit Queue Options Help

Ship-From: train Training Database Site
 Pre-Shipper/Shipper: Shipper
 Number: TR011000EXP

Ship-To/Dock: 001 PEI Computers Ltd.
 37 Atlantic Road

Shipping Group: TR-SLSX TRAIN Export Sales Shipments
 Inventory Movement Code: SLS-EXP Export Sales Shipments

Print Shipper

Include Shipper Comments:
 Include Packing List Comments:
 Print Features and Options:
 Print Sales Order Detail:
 Assign Shipper Number:
 Display Quantity In SO UM:
 Company Address:

Output:

F1=Help F2=Go F3=Add ESC=End F5=Delete

CS-SH-250

Print Shipper Frame

In this frame you determine how your pre-shipper/shipper will print.

Field Definitions

Include Shipper Comments

- If Yes, shipper comments are included
- If No, shipper comments are not included

Include Packing List Comments

Determines whether to consider the size of pack list comments when calculating the maximum number of lines to be printed on the pre-shipper/shipper. Used in conjunction with the Max Lines on a Pre-Shipper field (set in the Customer Schedules Control File 7.3.24.)

- If Yes, system leaves enough room on each page of the pre-shipper/shipper to print the packing list comments
- If No, system does not allocate space for packing list comments on the pre-shipper/shipper

Print Features and Options

Determines if a list of features and options prints.

- If Yes, system prints each configured assemble to order item followed by a list of features and options for the item
- If No, system prints only the item number for the configured assemble to order item

Print Sales Order Detail

Determines whether the order number and the order line number associated with the line items on the pre-shipper/shipper will be included.

- If Yes, the order number and order line number are included
- If No, they are not

Display Quantity In SO UM

Determines which UM the system uses to display the quantity and UM for the item.

- If Yes, system displays the quantity and UM using the sales order UM
- If No, system displays the quantity and UM using the pre-shipper/shipper UM

Company Address

Determines the company address which prints at the top of the pre-shipper/shipper document.



Important The data used in these exercises may not be the same as the data shown in the screen captures in this lesson. In an exercise, if a field is not listed, you can accept the default value or leave it blank.

Exercise: Add Item to Shipper

Description: The customer wants a shipment today, so you need to add a shipment to the shipper.

- 1 Enter the following information:

Field	Data
Ship-From	Train
Number	[Leave blank]
Ship-To/Dock	VEN

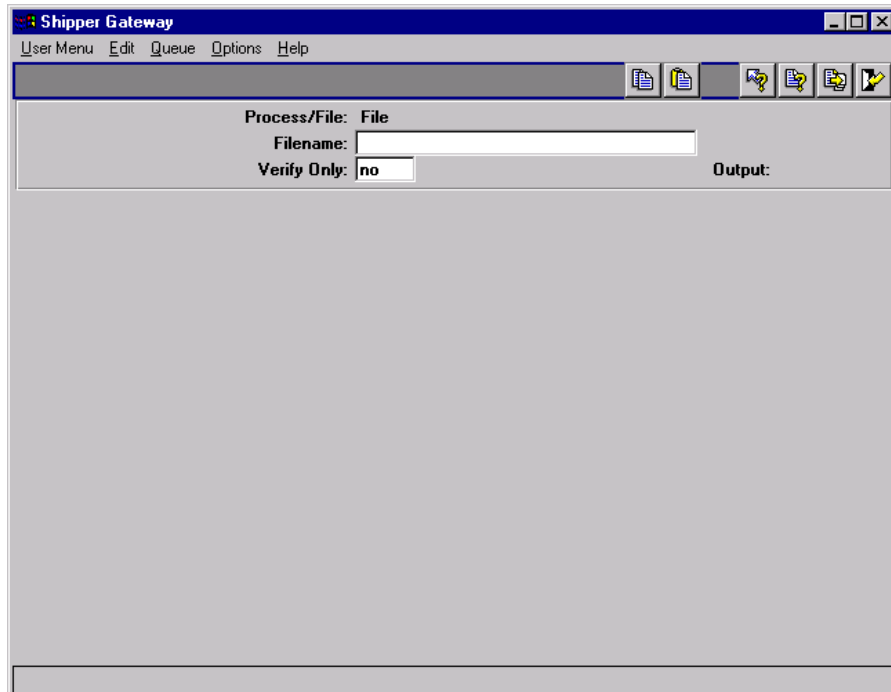
Press Enter. The system displays the shipper number (Number field).

Record the shipper number: _____

Use Pre-Shipper/Shipper Workbench, 7.9.2

- 2 Advance to the Shipper Workbench frame. Press F3, then enter 1 to add an item. The Item Information frame displays.
- 3 You are going to ship 100 of item number 02-0005.
- 4 Print the shipper. When the system prompts if all documents have printed correctly, select Yes.

7.9.22 – Shipper Gateway



CS-SH-270

Shipper Gateway

Menu Number 7.9.22

Shipper Gateway uses an external ASCII file in the designated format to create shippers. The data can also come from a UNIX process.

- Pegging automatically occurs during execution of Shipper Gateway
- Relationship between RSS lines and individual shipper lines is maintained
- As shipper lines are created and pegged, the requirement is consumed

Shipper verification occurs automatically at the end of processing. A report is generated displaying information regarding the pegged requirements.

- Includes requirement detail authorization numbers

Field Definitions**Process/File**

Specify where the system is to look for the records.

- If Process, the system looks for an executable program or script
 - Can only be used with UNIX systems
- If File, the system looks for an ASCII file

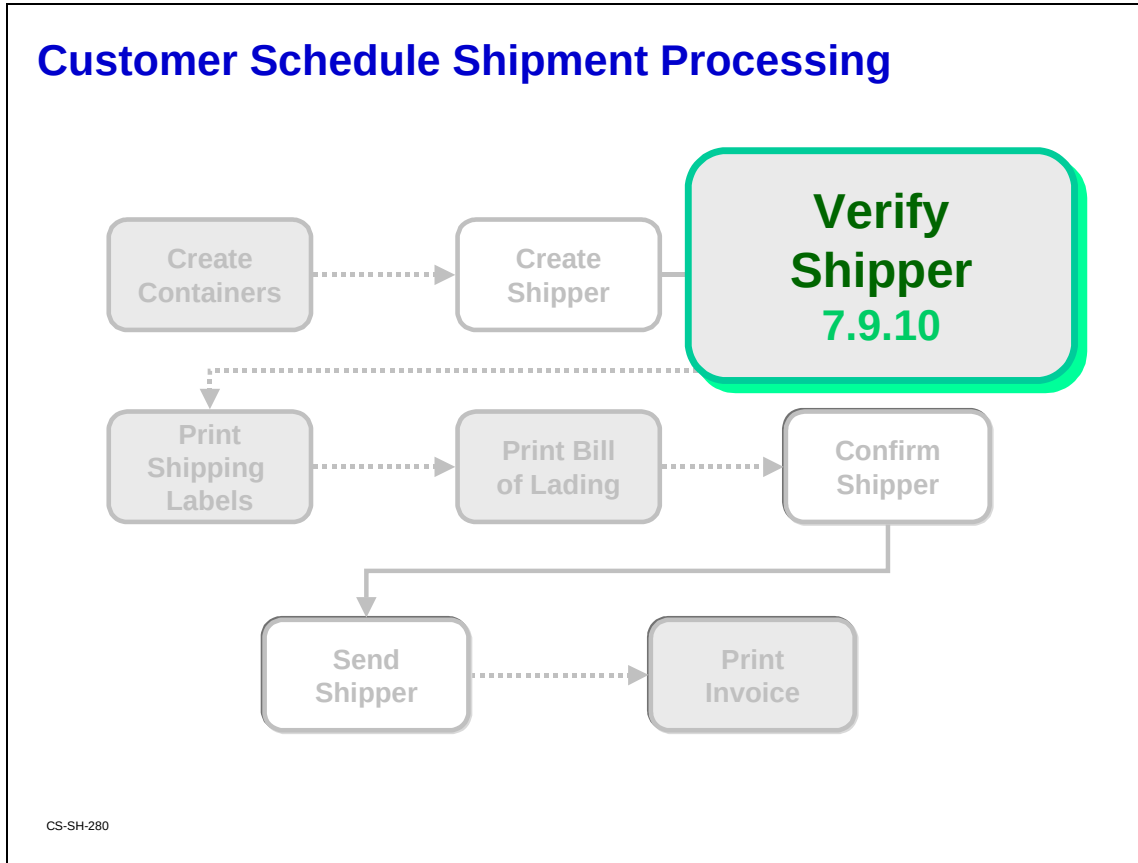
Filename

The name of the file or process.

- If a Process, it must exist in your PROPATH and be an executable program
- If a File, it must be in ASCII format

Verify Only

- If Yes, the system verifies that the shipment contents match the pre-shipper
- If No, the system verifies the shipment contents and creates shippers from the scanned information



Verify Shipper

Shipper verification occurs automatically at the end of the creating a pre-shipper/shipper. You also have the option of manually verifying a pre-shipper/shipper. This is useful in the event you make modifications to the pre-shipper/shipper.

7.9.10 – Manual SO Shipper Verification

Manual SO Shipper Verification

User Menu Edit Queue Options Help

Ship-From: 1

Pre-Shipper/Shipper: Shipper

Number: 00005

Output:

F1=Help F2=Go ESC=End *Next/Prev* Ctrl-X/C/V=Cut-Copy-Paste

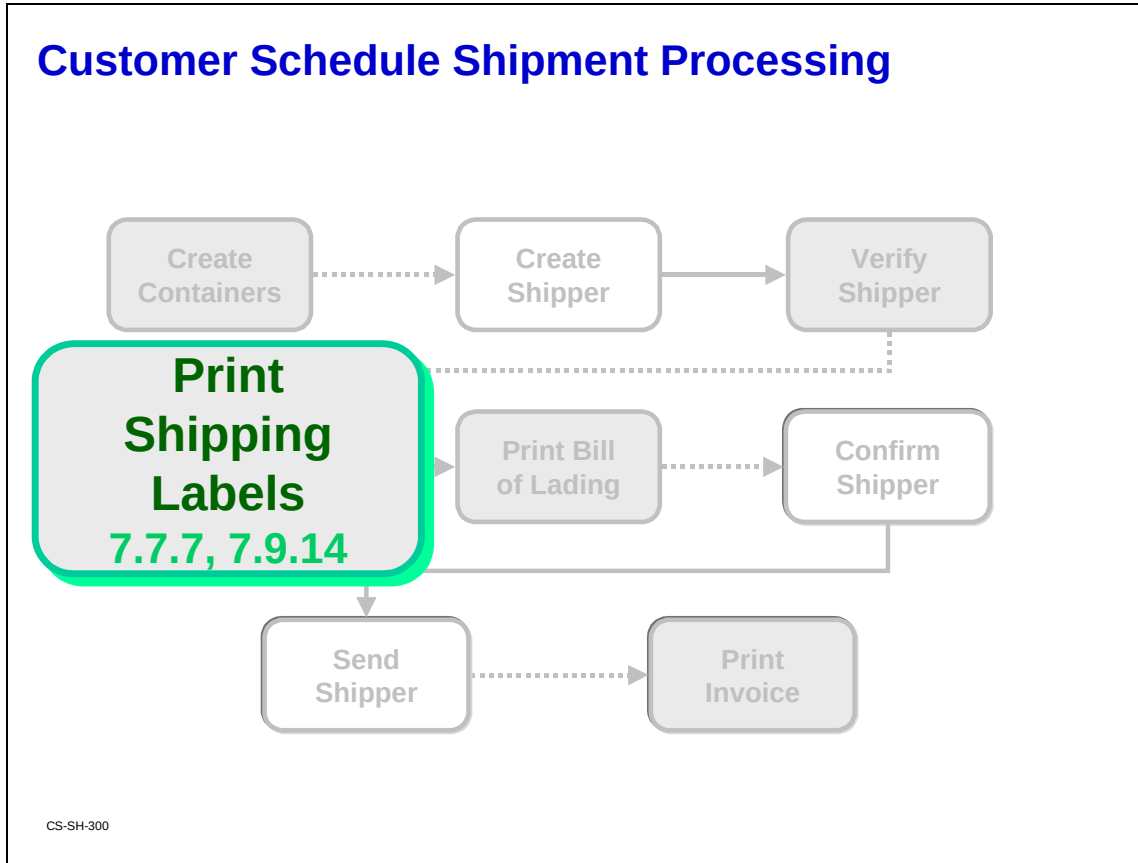
CS-SH-290

Manual SO Shipper Verification

Menu Number 7.9.10

Use Manual SO Shipper Verification to manually verify the shipper. This gives you the ability to locate and correct potential shipment problems before proceeding with the shipment process.

Enter the information identifying the shipper and specify an output device for the report.



Print Shipping Labels

You print shipping labels by container. When you reference multiple containers under one container ID, the system prints multiple labels. If no other containers are referenced, one label prints.

7.7.7 – Shipping Label Print

Shipping Label Print

User Menu Edit Queue Options Help

Ship-From Site: 10000

Container ID: 00000002

Label Number: To: Output:

F1=Help F2=Go ESC=End *Next/Prev* Ctrl-X/C/V=Cut-Copy-Paste

CS-SH-310

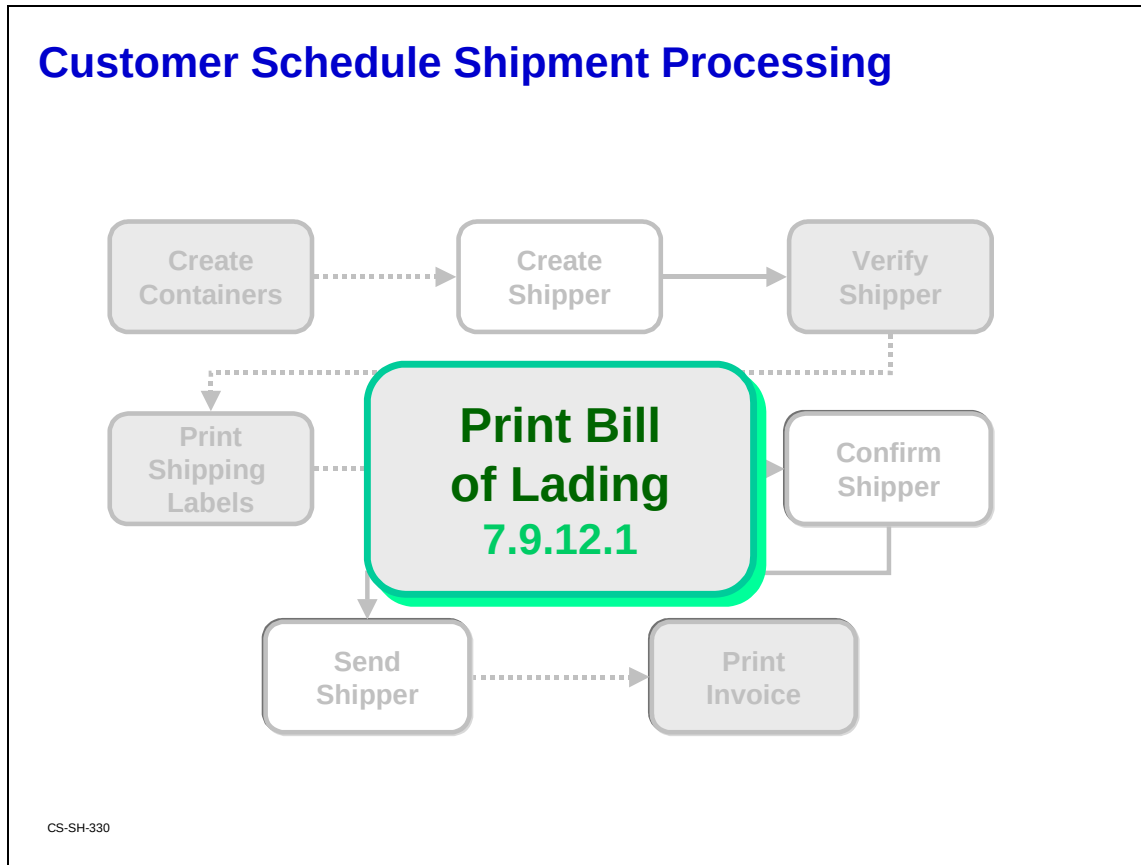
Shipping Label Print

Menu Number 7.7.7

Use Shipping Label Print to print the bar code shipping labels for containers. You can print master labels and carton labels. When you assemble a container for shipment, you need labels for each carton and a label, a master label, for the container holding the cartons.

In the Output field, select the printer for which you have added bar code escape codes and developed template files.

Note Your printer must be set up to handle bar code labels and you must have set up the template files.



Print Bill of Lading

MFG/PRO gives you the ability to print a bill of lading (BOL) for each shipment. The system uses the shipper as the basis for the bill of lading.

- A BOL shows a detailed breakdown of a shipper's content
- A master BOL combines two or more individual BOLs
 - Use Master Bill of Lading Maintenance 7.9.12.2 to create a master BOL

7.9.12.1 – Bill of Lading Print

Bill of Lading Print

User Menu Edit Queue Options Help

Ship-From: 10000000

Shipper: 00122

Output:

F1=Help F2=Go ESC=End *Next/Prev* Ctrl-X/C/V=Cut-Copy-Paste

CS-SH-340

Bill of Lading Print

Menu Number 7.9.12.1

Use Bill of Lading Print to print a separate BOL for a shipper. You identify the BOL by the ship-from site and the shipper ID code. The BOL shows:

- Items shipped
- Total weight of the items
- Containers used to pack the items

The report has two sections, a header section and a line item section.

Header Section

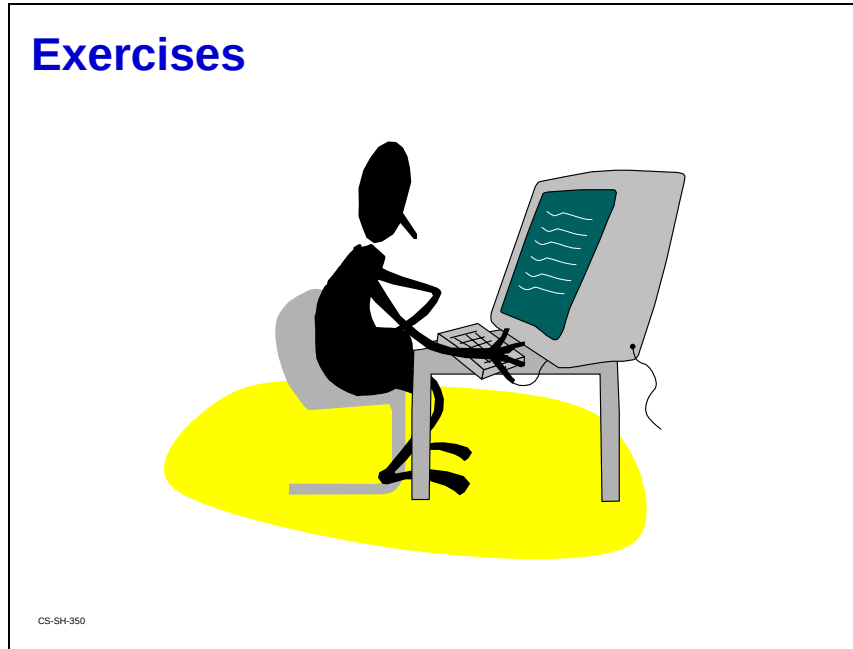
The header section contains sold-to and ship-from information. It also shows the shipper ID and ship date. If comments were entered in Pre-Shipper/Shipper Workbench 7.9.2, they are also shown.

Also shown are carrier details – Ship Via, FOB Point, Mode of Transport, Carrier Shipment Ref., and Vehicle ID.

Line Item Section

The line item section contains a breakdown of the shipper's content. It lists the:

- Items shipped
- Quantity of items being shipped
- Net weight (weight of the item without packing materials or containers)
- Tare weight (weight of packing materials or containers)
- Gross weight (combined weight of the item and all packing materials or containers)



Important The data used in these exercises may not be the same as the data shown in the screen captures in this lesson. In an exercise, if a field is not listed, you can accept the default value or leave it blank.

Exercise: Print Bill of Lading

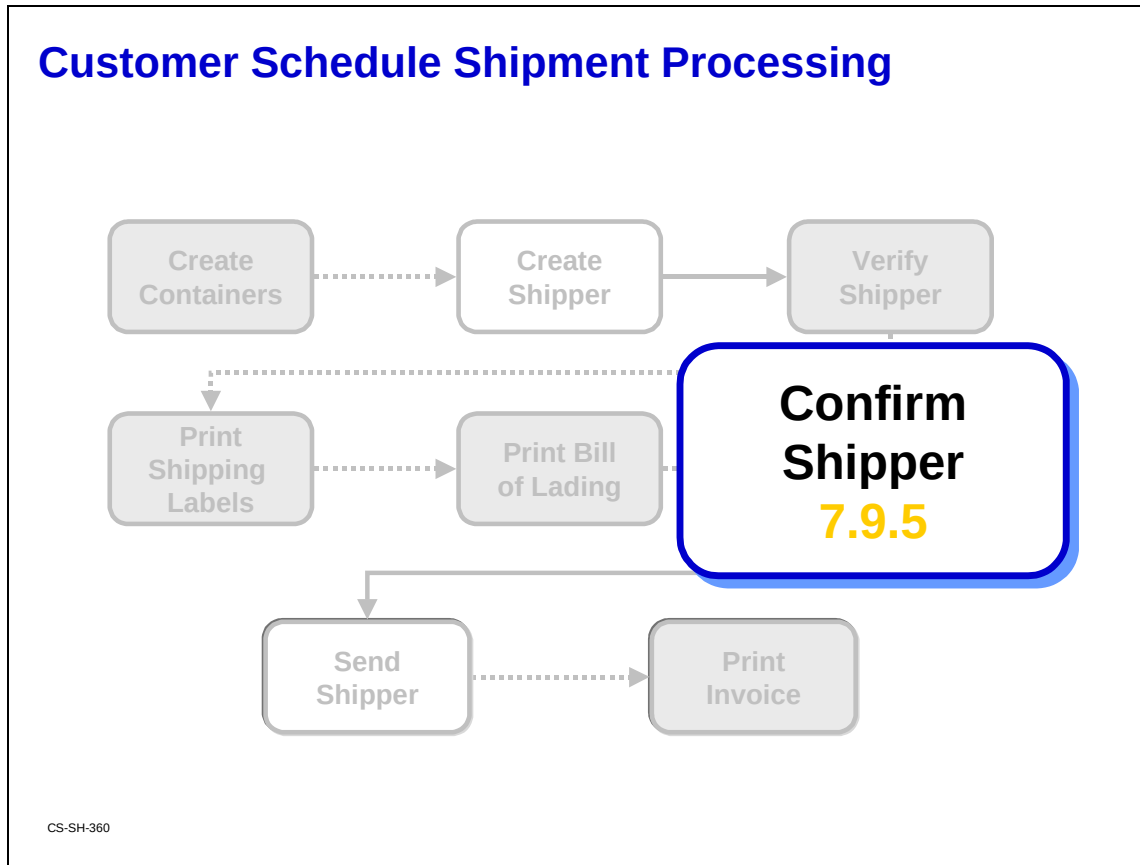
Description: You are going to print a bill of lading for the shipment.

- 1 Print a bill of lading for the shipper.

Field	Data
Ship-From	Train

In the Shipper field, enter the appropriate shipper number.

Use *Bill of Lading Print*, 7.9.12.1



Confirm Shipper

During the process of confirming the shipper, the system:

- Decreases finished goods inventory
- Uses the requirement quantity to increase the cumulative shipped quantity
- Decreases the net requirement for the order line item
- Performs the first step in invoicing
- Updates general ledger (GL) accounts

7.9.5 – Pre-Shipper/Shipper Confirm

Pre-Shipper/Shipper Confirm

User Menu Edit Queue Options Help

Ship-From: 002

Pre-Shipper/Shipper: Shipper

Number: 020797

Ship-To/Dock:

Ship Date: 07/15/97

Effective: 07/15/97

Default to system date

F1=Help F2=Go ESC=End *Next/Prev* Ctrl-X/C/V=Cut-Copy-Paste

CS-SH-370

Pre-Shipper/Shipper Confirm

Menu Number 7.9.5

Use Pre-Shipper/Shipper Confirm to:

- Record the shipments
- Convert pre-shipper to shipper

Requirement quantities are considered open until you confirm the shipper. Once a shipper is confirmed:

- Pegged quantities are transferred to shipped quantities
- Shipped quantities are incremented by the ship line quantities
- Pegged quantities are decremented by the ship line quantities

Field Definitions**Ship-From**

The site shipping the shipment.

Pre-Shipper/Shipper

Enter the document you are confirming (i.e., pre-shipper or shipper).

- If confirming a pre-shipper, the system converts it to a shipper before beginning the confirmation process
 - The system displays a message box advising you that it is converting pre-shipper to shipper and shows you the shipper number

Number

Number identifying the pre-shipper or shipper you want to confirm.

Ship-To/Dock

The location receiving the shipment.

Ship Date

The last date the system processed a shipment for the scheduled order associated with this shipper.

- Defaults to the system date

Effective Date

The date of the shipment.

- Defaults to the system date

Handling Shipment Dates at a GL Period End

Usually the ship date and effective date of the shipment are the same. However, you can assign an effective date that is earlier or later than the actual ship date.

- Effective date must be in an open GL calendar period
- Useful if a GL period ends before all shipments from that period have been fully processed

If you are not automatically posting and printing the invoice at confirmation, make sure the same date is used for:

- Effective Date in Pre-Shipper/Shipper Confirm
- Invoice Date in Invoice Print 7.13.3
- Effective Date in Invoice Post 7.13.4

If you use different dates, your shipment history for the GL period will not correspond to the Accounts Receivable and GL balances.



Discussed in the following Training Guide: Period End Processing

7.9.5 – Pre-Shipper/Shipper Confirm: Invoice Options

The screenshot shows a software window titled "Pre-Shipper/Shipper Confirm". The window has a menu bar with "User Menu", "Edit", "Queue", "Options", and "Help". Below the menu bar is a toolbar with several icons. The main area of the window displays the following information:

Ship-From: 10000 nj plant
 Pre-Shipper/Shipper: Shipper
 Number: SHP00106

Ship-To/Dock: 001 PEI Computers Ltd.
 37 Atlantic Road

Ship Date: 09/09/99
 Effective: 09/09/99

A blue rectangular box highlights the "Invoice Options" section, which contains the following fields:

Post Invoice:	yes
Use Shipper Nbr for Inv Nbr:	yes
Consolidate Invoices:	yes
Calculate Freight:	yes

At the bottom of the window, there is a status bar with the text: "No help available for this field l_calc_freight (Used: <l_calc_freight> and <l_calc_freight, rcois>)."

Below the status bar, the keyboard shortcuts are listed: "F1=Help F2=Go ESC=End *Next/Prev* Ctrl-X/C/V=Cut-Copy-Paste".

CS-SH-380

Invoice Options Frame

You use the fields in this frame to determine how the system processes the invoices generated by the shipment.

Field Definitions

Post Invoice

The confirmation process can perform the first step in invoicing. The value defaults from the Auto Inv Post field set in Scheduled Order Maintenance.

Note You can override this setting for individual shippers.

- If Yes, confirmation automatically posts the invoice to the customer's AR account
 - The system uses the ShipperID/ASN number as the invoice number
 - You have the option of printing the invoice during the confirmation process
 - You can print the invoice later using Closed Invoice Reprint 7.13.12 or Invoice Export 35.8
- If No, you follow the normal invoice process, manually printing and posting the invoice
 - You use Invoice Print 7.13.3 to print the invoice and Invoice Post 7.13.4 to post the invoice

Use Shipper Nbr for Inv

Determines what number the system is to use for the invoice being generated by this shipment. Defaults from the Customer Schedules Control File, but can be overridden.

- If Yes, the shipper number is used as the invoice number
- If No, the next available invoice number is used

Consolidate Invoices

Has no effect on customer schedules.

Note If Use Shipper Nbr for Inv is set to Yes, then Consolidate Invoices must also be set to Yes.

Calculate Freight

Determines if the system recalculates the freight charges for all scheduled orders attached to the shipper being confirmed.

- If Yes, the system recalculates freight charges
- If No, the system does not recalculate freight charges

After you complete entering all information, the system prompts you twice. The first is to ask if all information is correct. The second is to ask if you want to print the invoice.

Note You can print the invoice before you post the invoice. However, if printing and posting are not simultaneous, posting information can be consolidated and therefore not match the invoice.

Printing Invoices

If you want to print the invoice, a frame displays asking for invoice printing information.

Form Code

Use to specify the format for printing the invoice.

- Defaults to 1, standard format

Note If printing a Brazilian Nota Fiscal, enter 11. The Invoice Number must contain a value.



Important The data used in these exercises may not be the same as the data shown in the screen captures in this lesson. In an exercise, if a field is not listed, you can accept the default value or leave it blank.

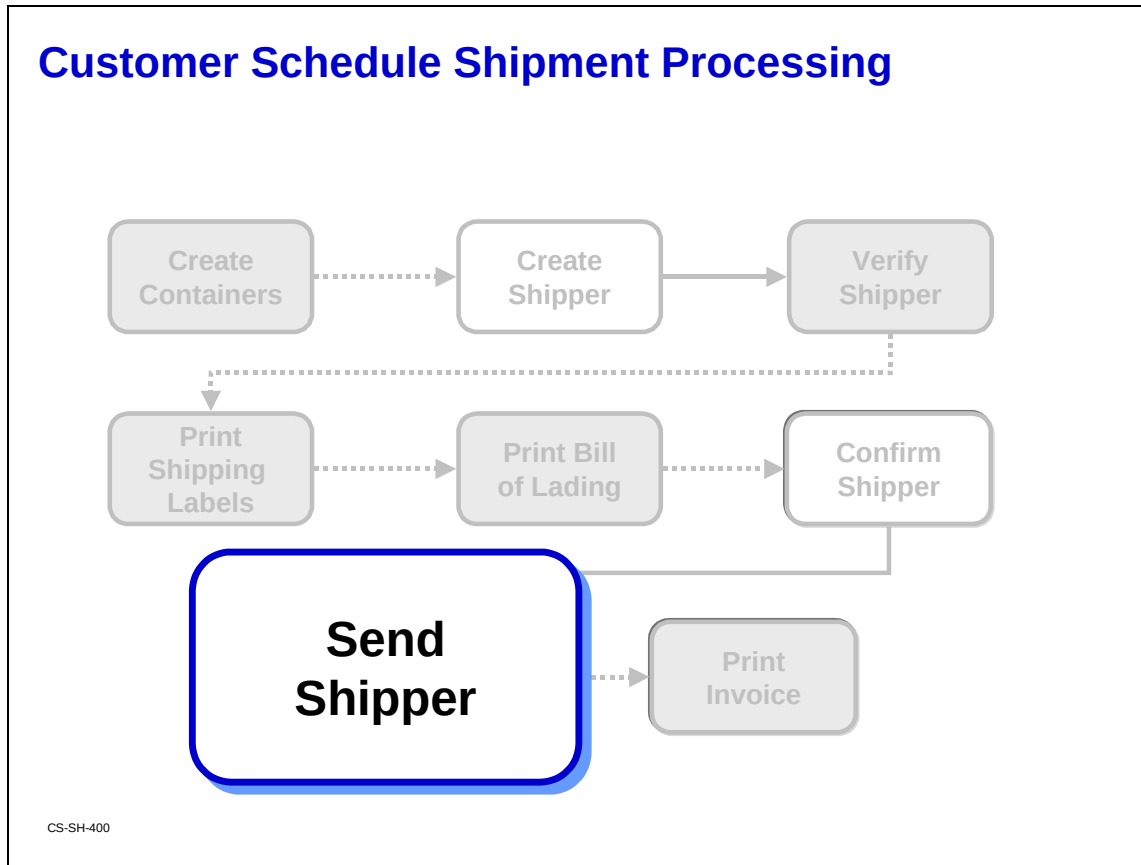


See in this training guide: *Workshops and Study Questions* on page 305 for more practice

Confirm the Shipper

Description: You are going to confirm the shipper.

- 1 Accept the default header information.
Use Pre-Shipper/Shipper Confirm, 7.9.5
- 2 Accept the default invoice information. Select yes at the system prompt.
- 3 Accept the default invoice detail information.
- 4 Print the invoice.



Send Shipper

MFG/PRO gives you two options to send the shipper to your customer:

- Print it and include with the shipment, like a packing list
- Electronically as an ASN when the shipment leaves your shipping area

7.9.4 – Pre-Shipper/Shipper Print

Pre-Shipper/Shipper Print

Selection Criteria

Ship-From: To:
 Ship-To/Dock: To:
 Number: To:
 Inventory Movement Code: To:
 Document Format: To:
 Language: To:
 Address List Type: To:
 Carrier: To:

Print Options

Print Pre-Shippers/Shipers:
 Include Printed Pre-Shippers/Shipers: Company Address:
 Print Features and Options:
 Assign Shipper Numbers:
 Shipper Sequence ID:
 Include Pre-Shipper/Shipper Comments:
 Include Sales Order Packing List Comments:
 Print Sales Order Detail:
 Display Quantity In SO UM:
 Output:
 Batch ID:

F1=Help F2=Go ESC=End Ctrl-X=Cut Ctrl-C=Copy Ctrl-V=Paste

CS-SH-410

Pre-Shipper/Shipper Print

Menu Number 7.9.4

Use Pre-Shipper/Shipper Print to create and print a shipper record. You can print a pre-shipper or a shipper, but you cannot print both at the same time.

- The system updates the item quantity picked for this order

35.5 – ASN Export

The screenshot shows the 'ASN Export' window with the following fields and annotations:

- Ship-From Site:** 10000 (San Diego Main Plant)
- Shipper ID:** 00000202
- Ship-To/Dock:** 00010041 (Westwood Branch j0hg) - This field is highlighted with a red box and a callout that says "Must be enabled to receive EDI ASNs".
- Ship Date:** 07/31/96
- Arrive Date:** 07/31/96
- Ship Time:** 09:11:00
- Arrival Time:** 09:11:00
- Export to File or Process:** File
- Export File/Process Name:** /export/shipper/10000202.exp

At the bottom of the window, the keyboard shortcuts are listed: F1=Help F2=Go ESC=End *Next/Prev* Ctrl-X/C/V=Cut-Copy-Paste

CS-SH-420

ASN Export

Menu Number 35.5

Use ASN Export to electronically transmit the ASN to the customer. The system exports one ASN at a time. The shipper number becomes the ASN number.

Whether or not an ASN is electronically transmitted using EDI to the customer depends on the setting of the EDI ASN flag in Trading Partner Parameters Maintenance 35.1. If Yes, then the ASN can be transmitted by EDI.

The ASN provides shipment detail such as:

- Purchase order and order line number
- Supplier and customer item numbers

- Authorization numbers, if available
- Item(s) shipped
- Quantities shipped
- Cumulative quantities
- Arrival date and time

It is not uncommon for a customer to plan the shipment quantities directly into their production line based on the ASN, with no receipt processing and no inspection.

Field Definitions

Ship-From Site

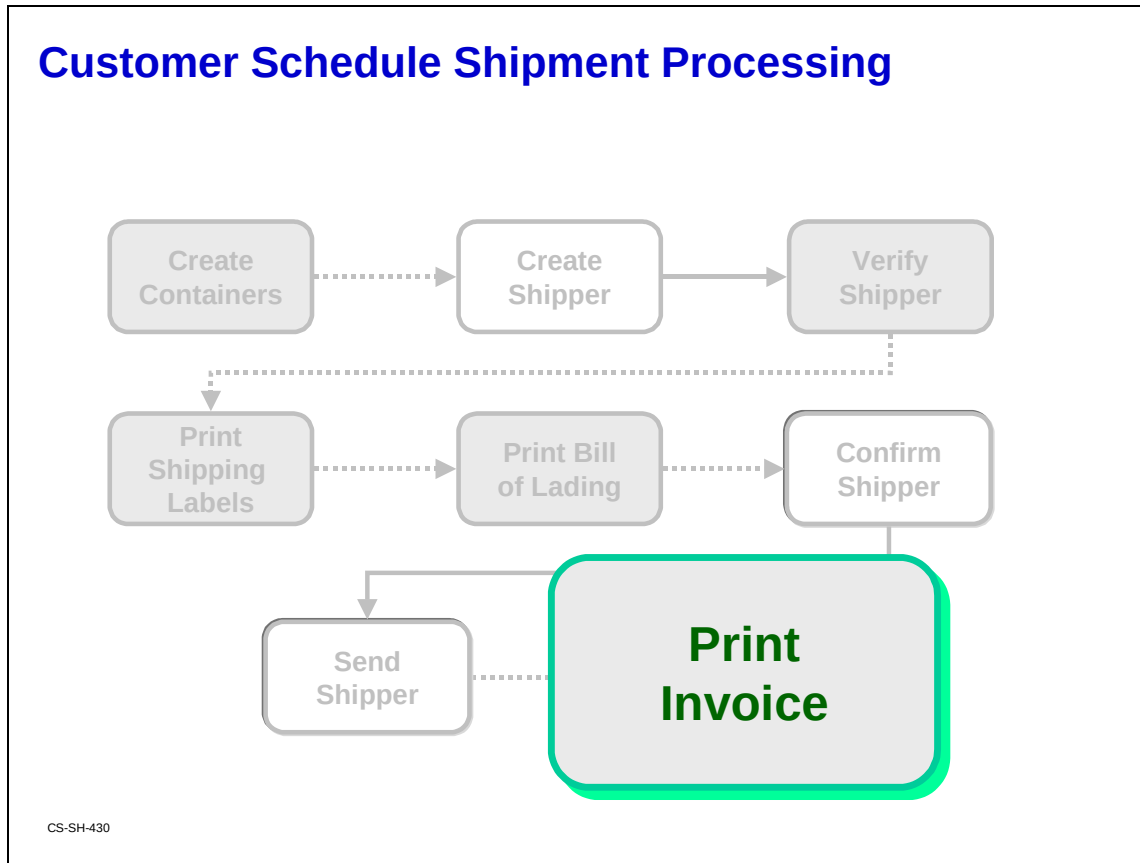
The site sending the shipment.

Shipper ID

Number identifying the shipper.

Ship-To/Dock

The ship-to or dock address where the deliveries are to be made. Frequently this is the point on the production line where the shipped items are going to be used. Their arrival time is coincident with the item the first item is needed for production.



Print Invoice

Invoices itemize what a customer owes you for the products you shipped. An invoice contains three sections:

- Header – order number, date, addresses, terms
- Line Items – item number, quantity, ship-to site
- Trailer – line item totals, taxes, freight

Processing the shipper flags the order as ready for invoicing. MFG/PRO gives you two options for invoicing your customer. You can:

- Print an invoice and send the printed invoice to the customer
- Electronically transmit the invoice to the customer

The Print Inv hist flag in Trading Partner Parameters Maintenance 35.1 determines if invoices can be printed (Yes) or not (No). If invoices are neither printed nor transmitted, the customer pays against the ASN. The EDI Inv Hist flag in Trading Partner Parameters Maintenance determines if invoices are sent using EDI (set to Yes).

If a customer requests a printed invoice and the order is set for auto-invoicing, the shipper confirmation process creates an invoice using the Shipper ID number as the invoice number. It then closes the invoice.

- Equivalent to the standard printing and posting of an invoice
- Allows you to make several daily or weekly shipments without requiring any specific invoicing tasks
- Gives you the option of printing closed invoices at the end of the day, week, or month
 - Use Closed Invoice Reprint 7.13.12 to print closed invoices

7.13.3 – Invoice Print

Invoice Print

User Menu Edit Queue Options Help

Sales Order: Enter scheduled order number

Ship Date: / /

Sold-To:

Bill-To:

Language:

To:

To: / /

To:

To:

To:

Invoice Date: 01/15/01

Print Only Lines to Invoice: no

Print Lot/Serial Numbers Shipped: no

Print Features and Options: no

Consolidate Invoices: no

Company Address: 10000000

Form Code: 1

Discount Detail: None

Discount Summary: None

Include Debit Invoices: yes

Include Credit Invoices: yes

Print Call Invoice Detail: no

Message:

Output:

Batch ID:

Enter data or press ESC to end.

CS-SH-440

Invoice Print

Menu Number 7.13.3

Use Invoice Print to print a single invoice or a range of invoices. After printing the invoices, you post them by running Invoice Post 7.13.4.

7.13.12 – Closed Invoice Reprint

Closed Invoice Reprint

User Menu Edit Queue Options Help

Invoice: To:
 Sales Order: To:
 Ship Date: / / To: / /
 Site: To:
 Customer: To:
 Bill-To: To:
 Invoice Date: / / To: / /

Print Lot/Serial Numbers Shipped: no Include Debit Invoices: yes
 Print Features and Options: no Include Credit Invoices: yes
 Override Print Inv Hist: no
 Company Address: 10000000 Form Code: 1
 Discount Detail: None
 Discount Summary: None
 Print Call Invoice Detail: no

Message: ***DUPLICATE***

Output:
Batch ID:

Enter data or press ESC to end.

Defaults to Duplicate - Prints on each invoice

CS-SH-450

Closed Invoice Reprint

Menu Number 7.13.12

Use Closed Invoice Reprint to print a single closed invoice or a range of invoices.

35.8 – Invoice Export

The screenshot shows the 'Invoice Export' window with the following fields:

- Invoice:
- Sales Order:
- Ship Date: / /
- Site:
- Customer:
- Bill-To:
- Ship-To:
- Invoice Date: / /
- To:
- To:
- To: / /
- To:
- To:
- To:
- To: / /
- EDI Batch No.: (highlighted with a blue box and callout)
- Export to File or Process:
- Export Directory/Process Name:
- Export File Name:
- Output:
- Batch ID:

Callout box text: Enter batch number to re-export documents or leave blank to process unexported documents

Footer: F1=Help F2=Go ESC=End Ctrl-X=Cut Ctrl-C=Copy Ctrl-V=Paste

CS-SH-460

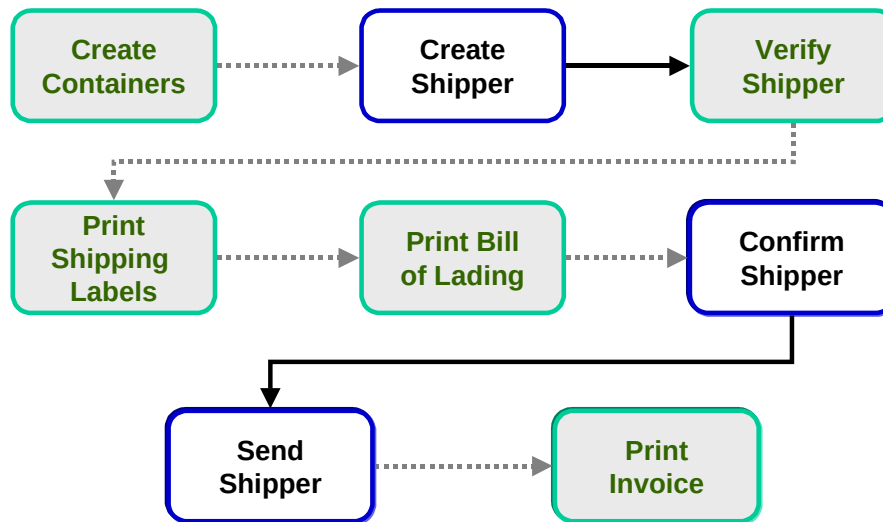
Invoice Export

Menu Number 35.8

Use Invoice Export to electronically transmit single, multiple, or cumulative invoices to a customer.

Note To export an invoice using EDI, the EDI Inv Hist flag should be set to Yes in Trading Partner Parameters Maintenance 35.1 and in Scheduled Order Maintenance 7.3.13.

Customer Schedule Shipment Processing Summary



CS-SH-470



Course Overview

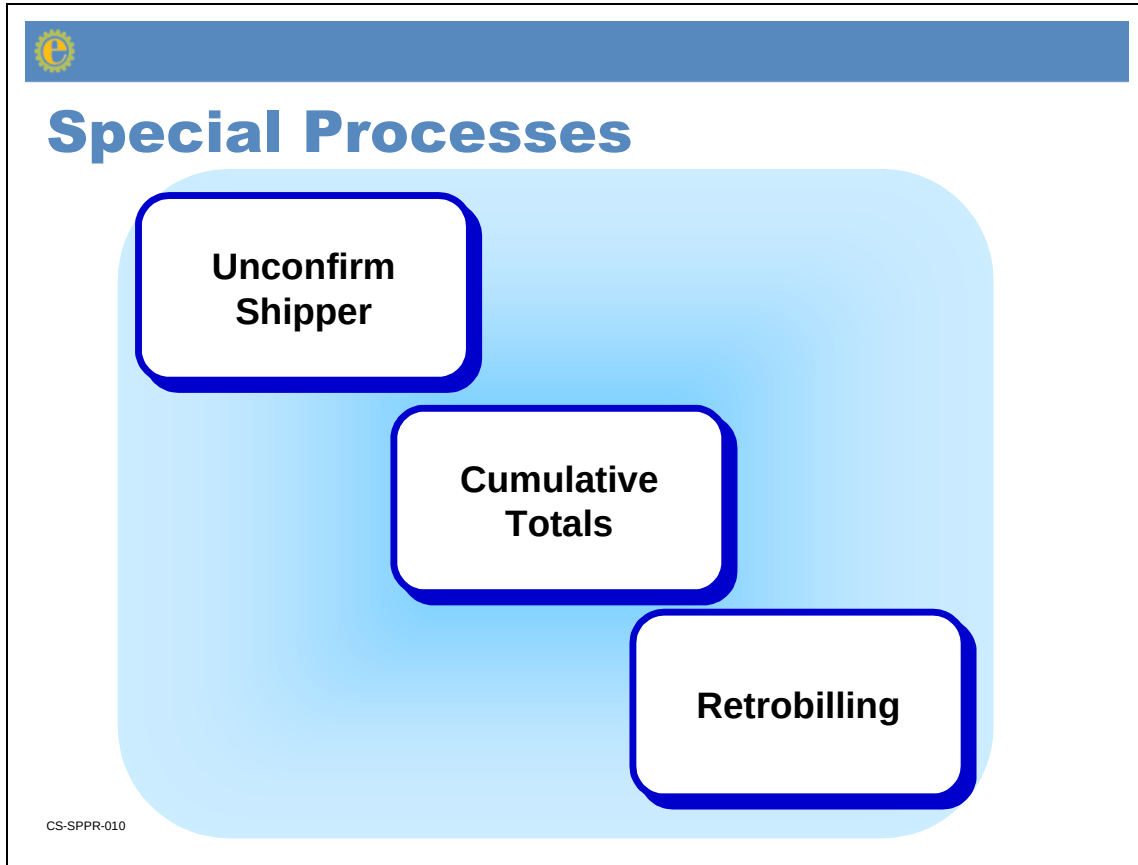
- ✓ Introduction to Customer Schedules
- ✓ Business Considerations
- ✓ Set up Customer Schedules
- ✓ Process Customer Schedules
- ✓ Process Customer Schedules Shipments

CS-SH-450

CHAPTER 6

Special Processes





Special Processes

MFG/PRO gives you the ability to:

- Unconfirm a confirmed shipper
- Adjust cumulative totals for a scheduled order line item
- Reset the cumulative totals for a scheduled order
- Adjust prices on a scheduled order



Unconfirm Shipper

You have the option of undoing or reversing a confirmed shipper. Unconfirming a shipper returns it to the pre-confirmed state, allowing it to be:

- Modified
- Canceled
- Reprinted
- Reconfirmed

7.9.21 – Shipper Unconfirm

Shipper Unconfirm

User Menu Edit Queue Options Help

Ship-From: 10000 In Diego Main Plant

Pre-Shipper/Shipper: Shipper

Number: 00000052

Ship-To/Dock: 01000000 Colossal Conglomerates LTD
Suite 1000 Colossal Building

Ship Date: 03/11/98

Effective: 03/11/98

F1=Help F2=Go ESC=End *Next/Prev* Ctrl-X/C/V=Cut-Copy-Paste

CS-SPPR-030

Shipper Unconfirm

Menu Number 7.9.21

Use Shipper Unconfirm to unconfirm a confirmed shipper. In order for a shipper to be unconfirmed, the following criteria must be met:

- The shipper must have been confirmed
- Selection of the shipper must be permitted by both site security and inventory movement security
- The effective date must be in a valid, open GL fiscal period for all entities with inventory affected by the confirmed shipper
- Sites and locations where the inventory was issued from must still exist

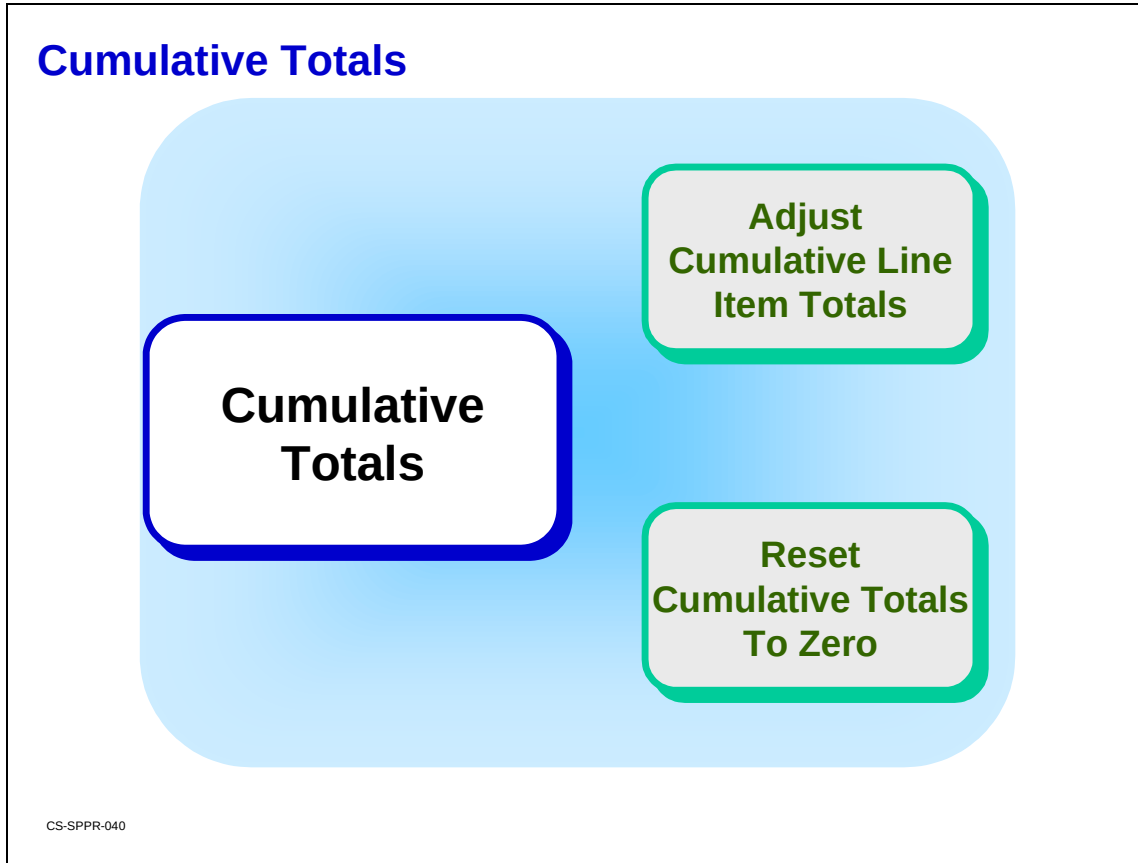
Note If a confirmed shipper does not meet the above criteria and you try to unconfirm it, the system displays an error message.

When unconfirming a shipper the system does the following:

- Reverses the movement of inventory out of the ship-from site/location/lot-serial for each shipped line and container
- Reverses any automatic transfer made between the inventory site of each line item and container, and the ship-from site of the shipper
- Creates IC and SO GL transactions, reversing the GL transactions created at the original confirmation
- Creates intercompany transactions, as necessary
- Reverses modifications to sales order fields updated at confirmation, including:
 - Line item quantities
 - Calculated freight charges included in the price
 - Schedule details
- Updates the MRP to reflect items returned to inventory
- Creates reversing entries to Global Tax Management history

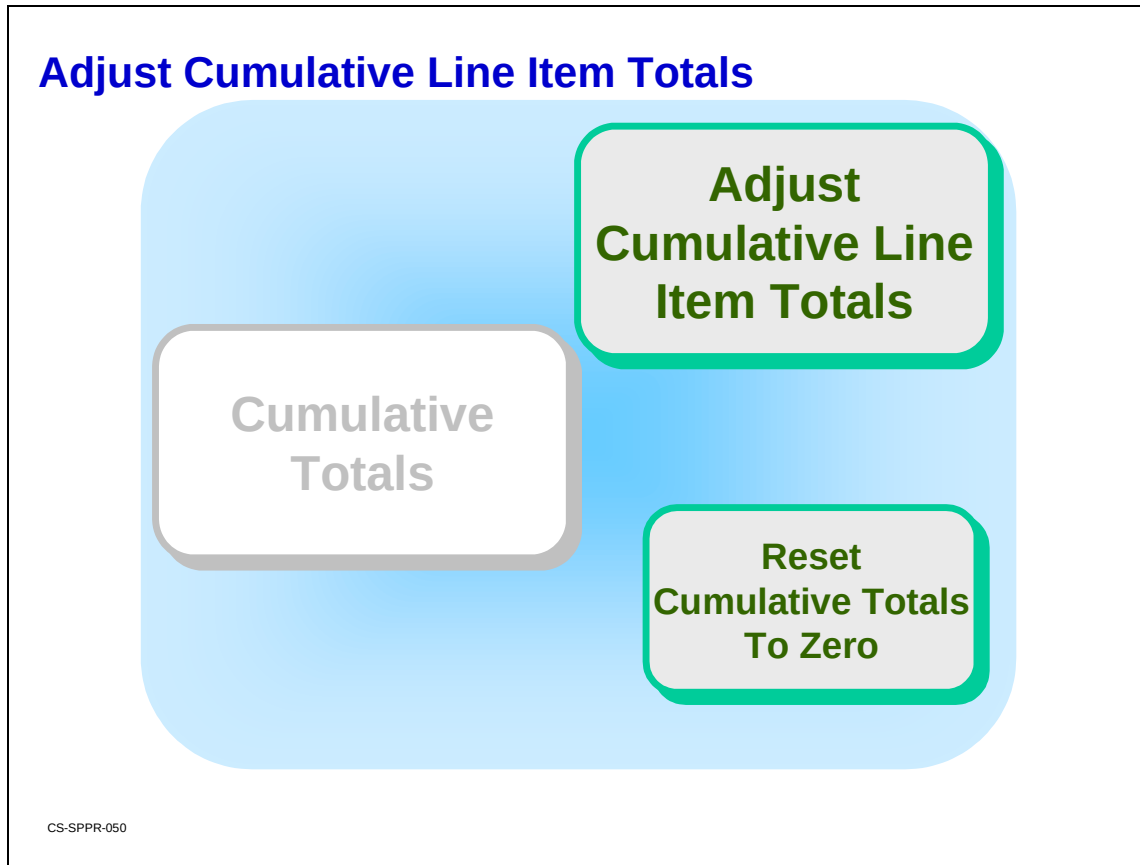
Unconfirming a shipper does not do any of the following:

- Fully populate all fields of re-created location and lot/serial records
 - If such information is required (e.g., the unconfirmed shipper is not going to be reconfirmed) you must enter the information manually
- Fully reverse changes to GL average costs for line items
 - After the original confirmation, average costs could have been changes and recorded in various other transactions that are not reversible (e.g., if other receipts or issues were made in that time period)
- Reverse trailer amounts entered or modified during or following the original confirmation
- Reverse the issue of any invoice numbers assigned during or following the original confirmation



Cumulative Totals

If you use cumulative tracking you may find that you occasionally need to make adjustments to the line item cumulative totals for a customer or reset the scheduled order totals to zero (0).



Adjust Cumulative Line Item Totals

There are situations that can occur which require that you adjust a scheduled order's cumulative line item totals.

- When a customer sends you a revised scheduled typically an ASN is attached
 - The ASN shows the cumulative quantity the customer has received along with information about the last shipment
 - If their totals are different from yours, you need to resolve the difference
- Sometimes a customer requests that you reset a scheduled order's line item cumulative total to zero and adjust the cumulative start date
 - This could be the result of an accounting close or the start of their fiscal year
- When you initially start MFG/PRO and you need to bring in a customer's cumulative totals

7.5.16 – Cumulative Shipped Maintenance

Cumulative Shipped Maintenance

User Menu Edit Queue Options Help

Ship-From: train Order: 02100 Line: 1
 Ship-To: 10041 Colonial Conglomerate LTD
 Item: 02-0005 MECHANICAL PENCIL UM: EA
 PO Number:

Adjust or Reset (A/R): A
 Remarks:

Cum Shipped: 0.0
 Prior Day Cum Shipped: 0.0

Cum Shipped Start Date: 10/26/99
 Prior Day Cum Shipped Date:

F1=Help F2=Go ESC=End *Next/Prev* Ctrl+X/CV=Cut-Copy-Paste

CS-SPPR-060

Cumulative Shipped Maintenance

Menu Number 7.5.16

Use Cumulative Shipped Maintenance to change a line item's cumulative shipped quantity or to reset the line item's quantity to zero (0). You can also use Cumulative Shipped Maintenance to enter a customer's cumulative shipped quantities when you first start using MFG/PRO.

Note This program should be password controlled.

The system maintains an audit trail for all inventory transactions. When you adjust a cumulative quantity, a CUM-SADJ transaction is placed in the transaction history file. You can view these transactions using Transaction Detail Inquiry 3.21.

You identify the scheduled order by entering the ship-from, ship-to, order number, item number, and line number.

Field Definitions

Adjust or Reset (A/R)

If you are changing (adjusting) the cumulative shipped quantity, select A(djust). If you are resetting the quantity on this line item to zero, select R(eset).

- Selecting Adjust moves you to the Cum Shipped and Prior Day Cum Shipped fields
 - Adjust the Cum Shipped quantity if the ASN reflects the most recent shipment
 - Adjust the Prior Day Cum Shipped quantity if another shipment has gone out
- Selecting Reset moves you to the Cum Shipped Start Date and the Prior Day Cum Shipped Date fields
 - The cum shipped and prior day cum shipped quantities will be reset to 0

Cum Shipped

The adjusted cumulative quantity shipped for this line item.

Prior Day Cum Shipped

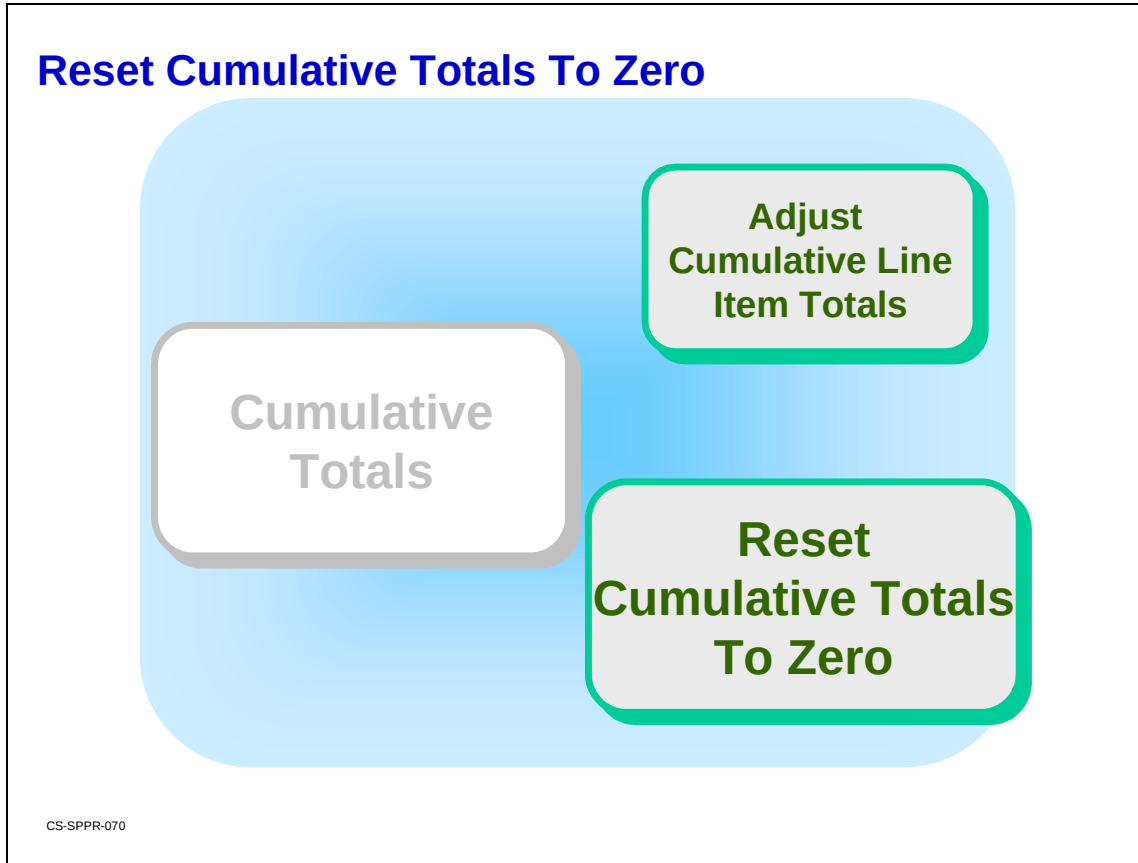
The cumulative quantity shipped as of the end of the previous day.

Cum Shipped Start Date

The date to start accumulating cumulative quantities.

Prior Day Cum Shipped Date

The date through which the prior cumulative quantity includes.



Reset Cumulative Totals To Zero

Some customers require that once a year you reset their scheduled order cumulative totals to zero (0).

7.5.18 – Cum Shipped Reset

Cum Shipped Reset

User Menu Edit Queue Options Help

Ship-From: To:

Sold-To: To:

Ship-To: To:

Dock: To:

Item Number: To:

PO Number: To:

Order: To:

Update:

Shipment/Effective Date:

Cum Shipped Start Date: Start Time:

Include Manual Cum Adjustment:

Report Summary/Detail:

Remarks:

Sort Option:

1 - By Ship-From, Customer, Ship-to, Order, Dock, Item, PO

2 - By Ship-From, Item, Customer, Ship-to, Order, Dock, PO

Output:

Batch ID:

WARNING: TO TURN ON CUM SHIPPED RESET MODULE, GO TO 36.25.14.

F1=Help F2=Go ESC=End Ctrl-X=Cut Ctrl-C=Copy Ctrl-V=Paste

CS-SPPR-080

Cum Shipped Reset

Menu Number 7.5.18

Use Cum Shipped Reset to Zero to reset cumulative totals for scheduled orders. This resets the cumulative totals for the entire order on the specified date and time. The process generates a report listing all selected scheduled orders. You can reset one scheduled order or several scheduled orders.

- When the cumulative totals are reset to zero for a date in the past, all shipments made between the specified time in the past and the current system date are totaled
 - The total is set as the new cumulative total for the scheduled order line

Note This procedure cannot be undone.

Select one or a range of scheduled orders by entering selection criteria information such as:

- Ship-From
- Sold-To
- Ship-To
- Dock
- Item Number
- PO Number
- Order

Field Definitions

Update

Determines if the cumulative totals on the selected scheduled orders are actually reset.

- If Yes, the cumulative total is reset to zero
- If No, the cumulative total is not reset to zero
 - By selecting No, you can run the cumulative reset process without actually resetting any cumulative totals
 - This allows you to review the selected scheduled orders

Each option produces a report showing the scheduled orders selected.

Note You cannot undo resetting the cumulative shipped total.

Shipment/Effective Date

The type of date specified in the Cum Shipped Start Date.

- If Shipment, the date when the shipment was initially entered into the system
 - Default
- If Effective, the date when the shipment was effective for accounting purposes

Cum Shipped Start Date

This is the date to start accumulating cumulative quantities. It replaces the scheduled order's current cumulative start date (specified in Scheduled Order Maintenance).

- Defaults to the system date

Start Time

Determines the exact time the cum shipped reset procedure takes place.

- Must be in 24 hour format (e.g., from 00:00 to 23:59)
- For example, 9 AM is 09:00, 6:30 PM is 18:30
- Defaults to blank
- Defaults to 00:00 if the Cum Start Date is set to a date other than the system date

Include Manual Cum Adjustment

Determines if manual adjustments made in Cumulative Shipped Maintenance 7.5.16 are included.

- If Yes, all manual adjustments made in Cumulative Shipped Maintenance are included
- If No, manual adjustments are not included

Report Summary/Detail

Determines if the report prints in Detail or Summary format.

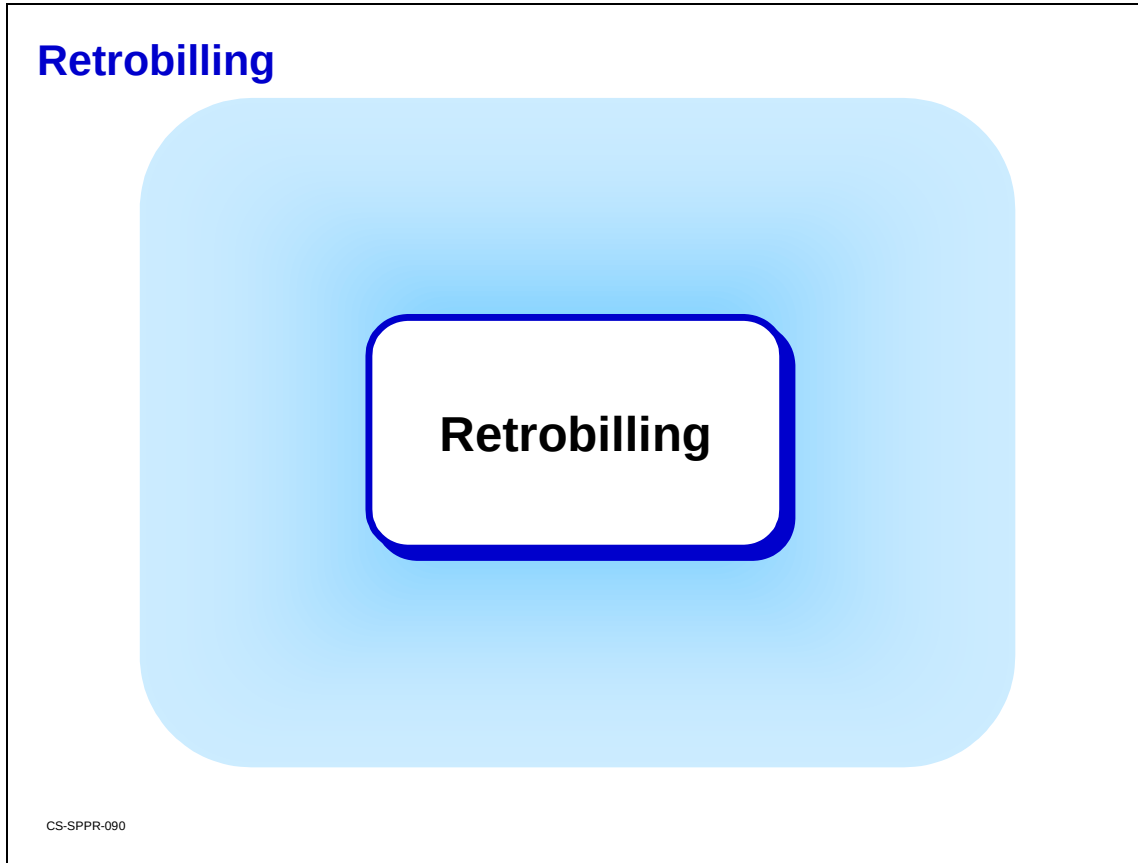
Remarks

Comments regarding this transaction.

- Reference only

Sort Option

Determines the order of the information from the selected scheduled orders appears on the report.



Retrobilling

Retrobilling is the process where a price change and effective date (in the past), agreed upon between you and your customer, is put into effect. It gives you the means to adjust prices on items already shipped to your customers.

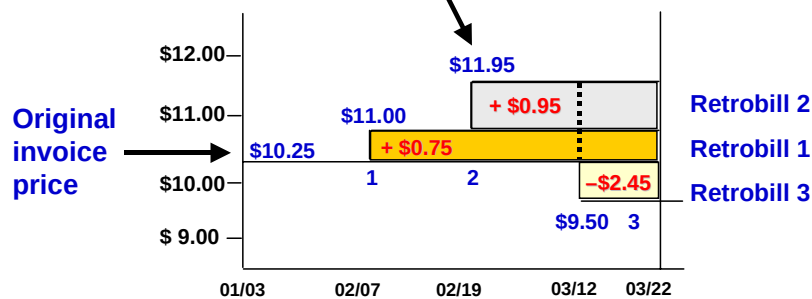
MFG/PRO's retrobilling function gives you the ability to make price changes by individual line item in a scheduled order instead of by invoice. You can:

- Specify a scheduled order
- Change prices for one or more line items on a scheduled order
- Create a separate debit/credit invoice for each line item or create a single invoice for all line items within the same purchase order

- You can change line items from multiple purchase orders as long as they are on the same scheduled order
- Specify if the retrobill change is a change in an existing price or a totally new price

Retrobilling

Item price showing changes due to commodity price changes



Retrobill 1 for all invoices 02/07 through 03/22 = \$ +0.75 per item.

Retrobill 2 for all invoices 02/19 through 03/22 = \$ +0.95 per item.

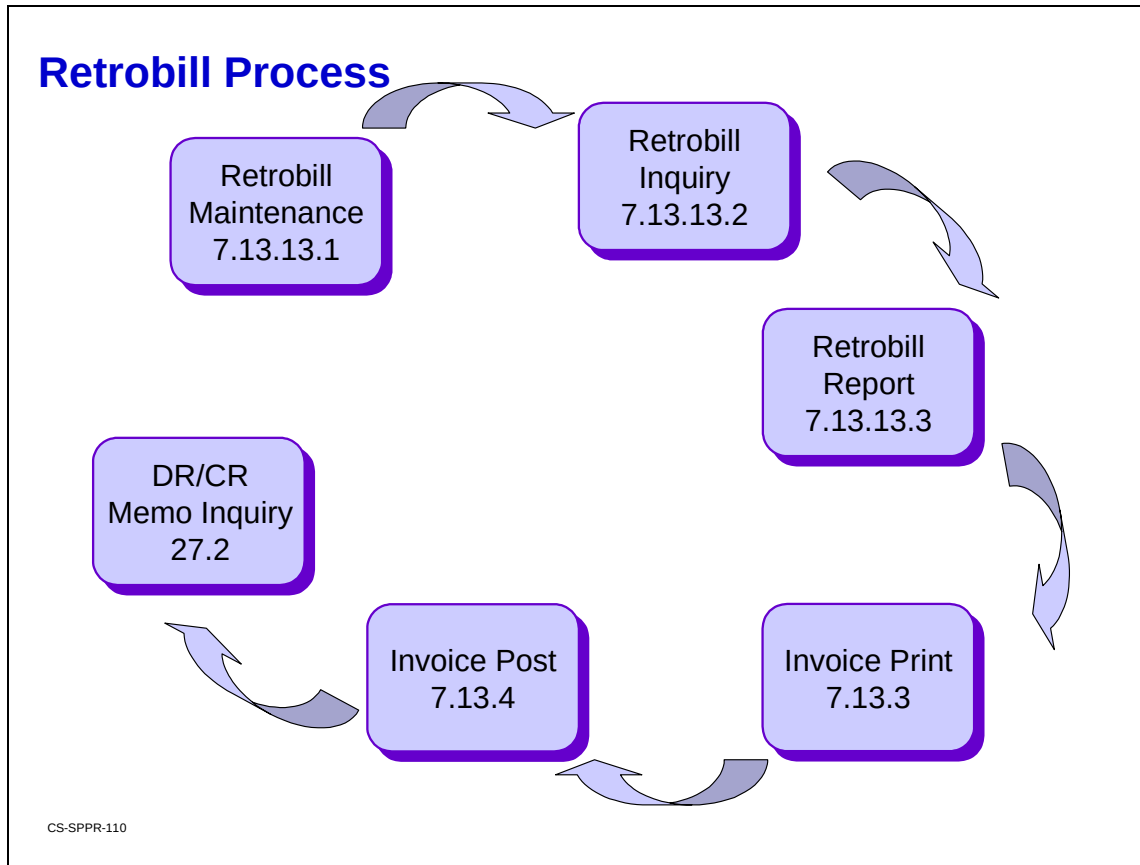
Retrobill 3 for all invoices 03/12 through 03/22 = \$ -2.45 per item.

(The sum of the invoice price changes for a retrobill goes to a debit or credit memo.)

CS-SPPR-100

You can enter multiple retrobills which affect the same items over overlapping dates and invoices. The system uses the as-of-date (specified in Retrobill Maintenance 7.13.13.1) to determine the sequence for applying multiple retrobills.

If the effective date is in the past, an invoice detailing all shipments since the effective date through the end date must be created for the incremental price difference.



Retrobill Process

The procedure for processing a retrobill for a scheduled order line item is:

- 1 Create retrobill in Retrobill Maintenance 7.13.13.1.
- 2 View retrobill information in Retrobill Inquiry 7.13.13.2.
- 3 Create a DR/CR memo with Retrobill Report 7.13.13.3.
- 4 Print the DR/CR invoice using Invoice Print 7.13.3.
- 5 Post the invoice using Invoice Post 7.13.4.
- 6 View the invoice using DR/CR Memo Inquiry 27.2.

7.13.13.1 – Retrobill Maintenance

Retrobill Maintenance

User Menu Edit Queue Options Help

Sold-To: 10010001 WESTWOOD HALLMARK
Amendment Number: 87900-3989

As-of Date: 07/07/98
Reason Code: 01
Memo Per Item: no
Comments: no

Ship-From: 10000 Order: 1 Line: 1
Ship-To: 10010001 WESTWOOD HALLMARK
Item: 44-100 UM: EA
PO Number:

From Ship Date: / /
To Ship Date: / /
Memo Invoice:

Price/Change: Price
Amount: 0.00

Adding new record.

F1=Help F2=Go ESC=End F5=Delete Ctrl-X/C/V=Cut-Copy-Paste

CS-SPPR-120

Retrobill Maintenance

Menu Number 7.13.13.1

Use Retrobill Maintenance to set up a retrobill for a scheduled order line item.

Note If the new item price is to appear on all future shipments to this customer, you also need to go into Scheduled Order Maintenance and change the price. If a price list is used, you must modify the price list. You only use Retrobill Maintenance to change prices on items you have already shipped.

First Frame

In this frame you set up the retrobill identifier. The sold-to code and amendment number identify this retrobill.

Field Definitions**Amendment Number**

This is typically provided by the customer and it authorizes the retrobill.

As of Date

Date to be used when more than one retrobill is applied to the same scheduled order line items. The system uses this date to determine the sequence for applying the retrobills.

Memo Per Item

Determines how many debit/credit invoices are to be created.

- Set to Yes if you want a separate debit/credit invoice created for each line item
- Set to No if you want one debit/credit invoice created for all line items in a purchase order, or if no debit/credit invoice should be created

Note This field works in conjunction with the Create Memos field in Retrobill Report 7.13.13.3. Both fields, Memo Per Item and Create Memos, must be set to Yes if you want to print invoices.

7.13.13.1 – Retrobill Maintenance

Retrobill Maintenance

User Menu Edit Queue Options Help

Sold-To: 10010001 WESTWOOD HALLMARK
Amendment Number: 87900-3989

As-of Date: 07/07/98
Reason Code: 01
Memo Per Item: no
Comments: no

Ship-From: 10000 Order: 1 Line: 1
Ship-To: 10010001 WESTWOOD HALLMARK
Item: 44-100 UM: EA
PD Number:

From Ship Date: / /
To Ship Date: / /
Memo Invoice:

Price/Change: Price
Amount: 0.00

Defines date range used to select invoices

Adding new record.

F1=Help F2=Go ESC=End F5=Delete Ctrl-X/C/V=Cut-Copy-Paste

CS-SPPR-130

Second Frame

This frame consists of two sections. In the first section you identify the scheduled order and line item affected by the retrobill. In the second section you define the terms of the retrobill.

Identify the scheduled order by entering the ship-from, ship-to, item number, purchase order number, and scheduled order number. Enter the line item number being changed.

The following fields define the terms of the retrobill.

Field Definitions**From Ship Date/To Ship Date**

The from (beginning) and to (ending) dates defining the date range the system will use to select invoices for retrobill processing. Invoices falling outside this date range are not included.

Price/Change

This field tells the system the type of change being made.

- Price indicates this is a new price
 - The value entered in the Amount field replaces the current price
- Change indicates this a change in price
 - The value entered in the amount field is applied to the current price

Amount

The currency value to be used. This can be a positive or negative amount. If you are making a change to reduce an existing price, enter a negative value. How the system uses this amount, depends on the setting of the Price/Change field.

Memo Invoice

Displays the debit/credit invoice number after you run Retrobill Report 7.13.13.3 with the Create Memo field set to Yes. You can also use this field to manually enter a debit/credit invoice number.

7.13.13.2 – Retrobill Inquiry

Retrobill Inquiry

User Menu Edit Queue Options Help

Sold-To: 1005000

Universal Industries

Amendment Number: 1

Output: terminal

Sold-To: 1005000 Universal Industries

Amendment Number: 1

As-of Date: 01/15/01 Memo Per Item: no

Reason Code: Comments:

Ship-From	Item	Order	Eff. From			
Ship-To	PO Number	Line	Eff. To	Memo	Inv	P/C
train	02-0005	bp500	01/15/01			P
1005000		1	01/15/01			

List complete

F1=Help F2=Go ESC=End *Next/Prev* Ctrl-X/C/V=Cut-Copy-Paste

CS-SPPR-140

Retrobill Inquiry

Menu Number 7.13.13.2

Use Retrobill Inquiry 7.13.13.2 to view the retrobill information you entered in Retrobill Maintenance.

7.13.13.3 – Retrobill Report

Retrobill Report

User Menu Edit Queue Options Help

Sold-To: 1005000 Universal Industries

Authorization Number: 1

Create Memos: no

Use Default Accounts: yes

Retrobill Acct:

Output: printer

F1=Help F2=Go ESC=End *Next/Prev* Ctrl-X/C/V=Cut-Copy-Paste

CS-SPPR-150

Retrobill Report

Menu Number 7.13.13.3

Use Retrobill Report 7.13.13.2 to run the retrobill process. The retrobill process:

- Selects invoices meeting the selection criteria you defined in Retrobill Maintenance
- Uses the price/change setting and the specified amount to calculate the net amount of the price adjustment for each line item being changed

Field Definitions

Sold-To

The customer to whom this retrobill applies.

Authorization Number

The customer's authorization number.

Note The sold-to and authorization number identify the retrobill record.

Create Memos

Determines if the retrobill process creates a debit/credit invoice.

- If Yes, the process creates a debit/credit invoice
- If No, the process does not create a debit/credit invoice

Note In Retrobill Maintenance 7.13.13.1, the Memo Per Item setting determines if a debit/credit invoice is created per line item or per purchase order. In the Retrobill Report 7.13.13.3, the Create Memo setting determines if a debit/credit invoice is created at all. If the Credit Memo fields is set to No, a debit/credit invoice is *not* created regardless of how the Memo Per Item field is set.

Use Default Accounts

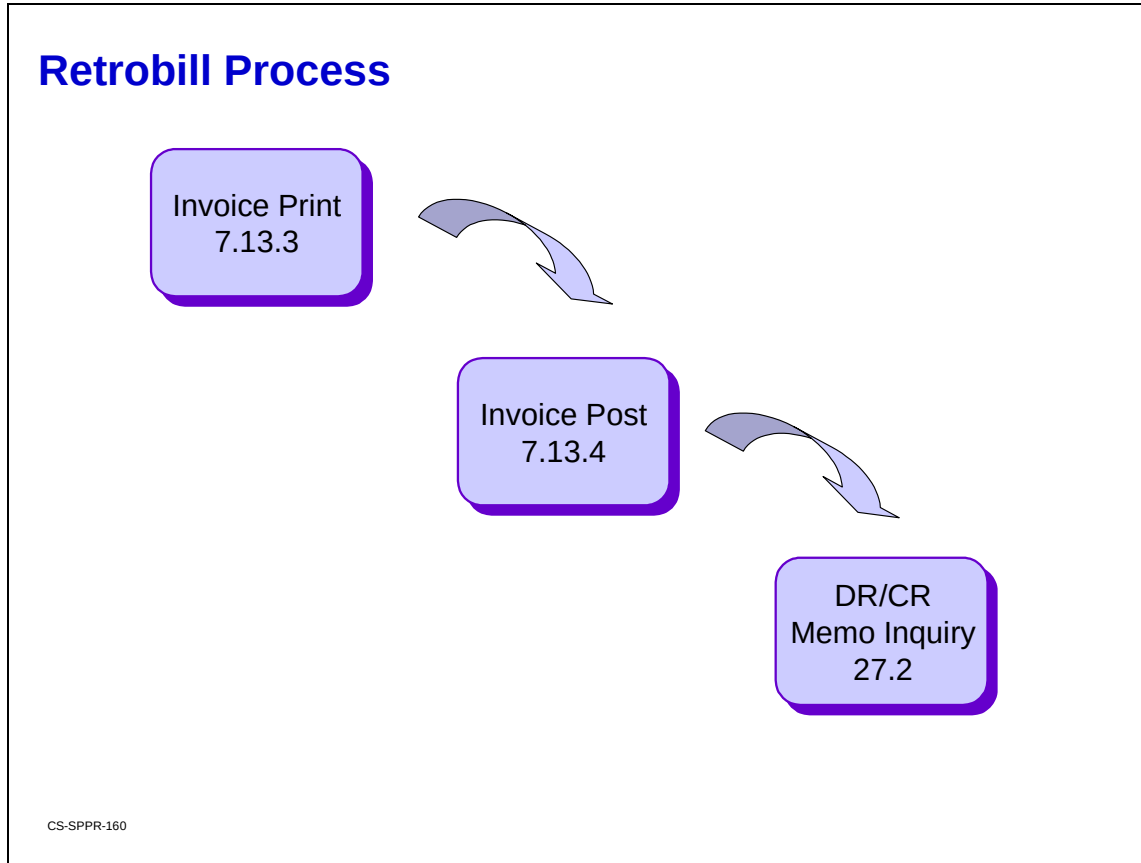
Determines which accounts the system uses.

- If Yes, system uses the default sales account
- If No, the system uses the accounts you enter in the Retrobill Account fields

Retrobill Acct

You can specify an account number(s) for the system to use in posting the calculated debit/credit amount.

- Account(s) used to track the difference between the invoiced price and the price in the effective retrobill



Invoice Print

Menu Number 7.15

Use Invoice Print to print the debit/credit invoice created during the retrobill process.

Invoice Post

Menu Number 7.16

Use Invoice Post to post the debit/credit invoice.

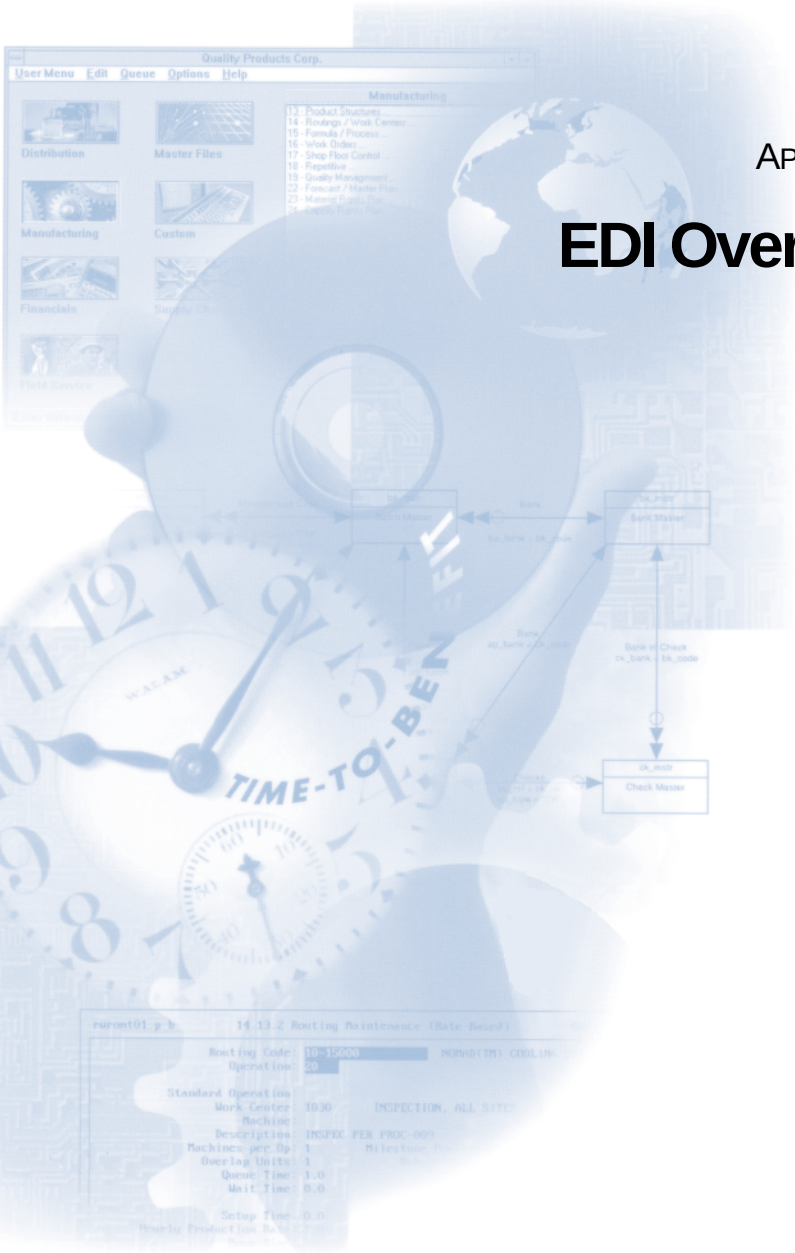
DR/CR Memo Inquiry

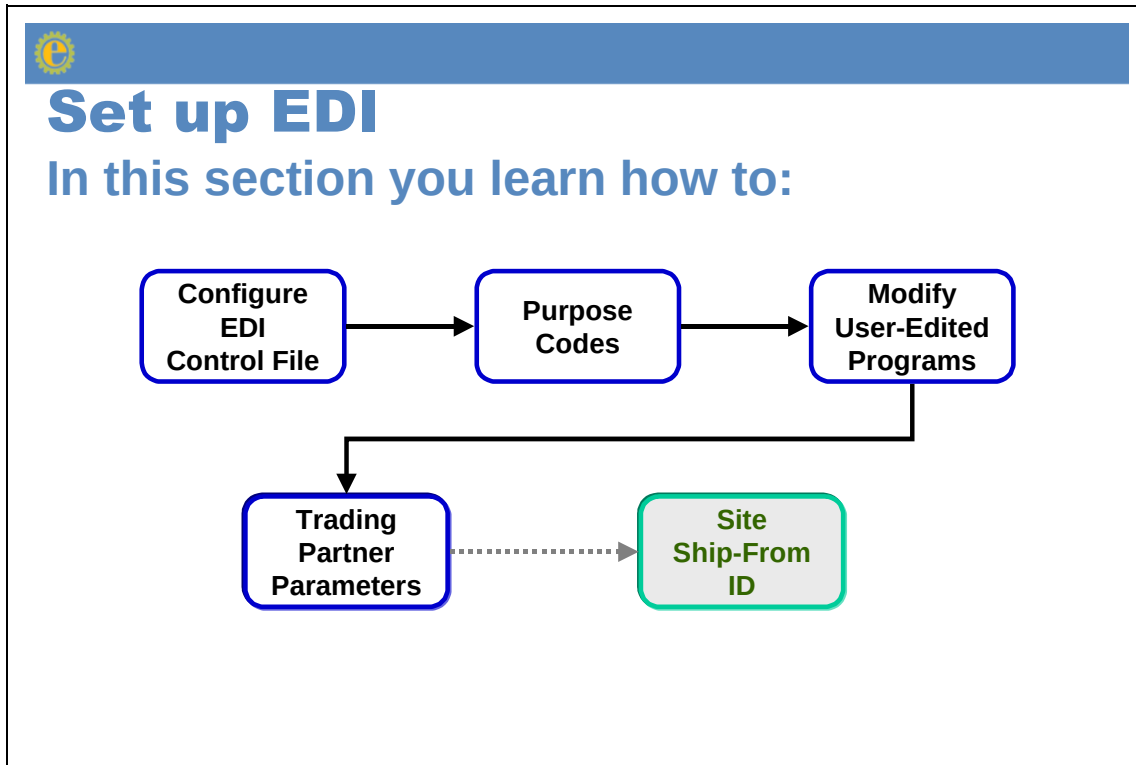
Menu Number 27.2

Use DR/CR Memo Inquiry to view the debit/credit invoice.

APPENDIX A

EDI Overview





This illustration is a suggested setup sequence of master files for the EDI module which is based on information that flows from one master file to another and prerequisites that need to be accomplished before setting up a file. Reading the illustration:



Boxes with solid lines are required to set up EDI and are covered in this course.



Shaded boxes reflect optional steps, but are covered in this course.

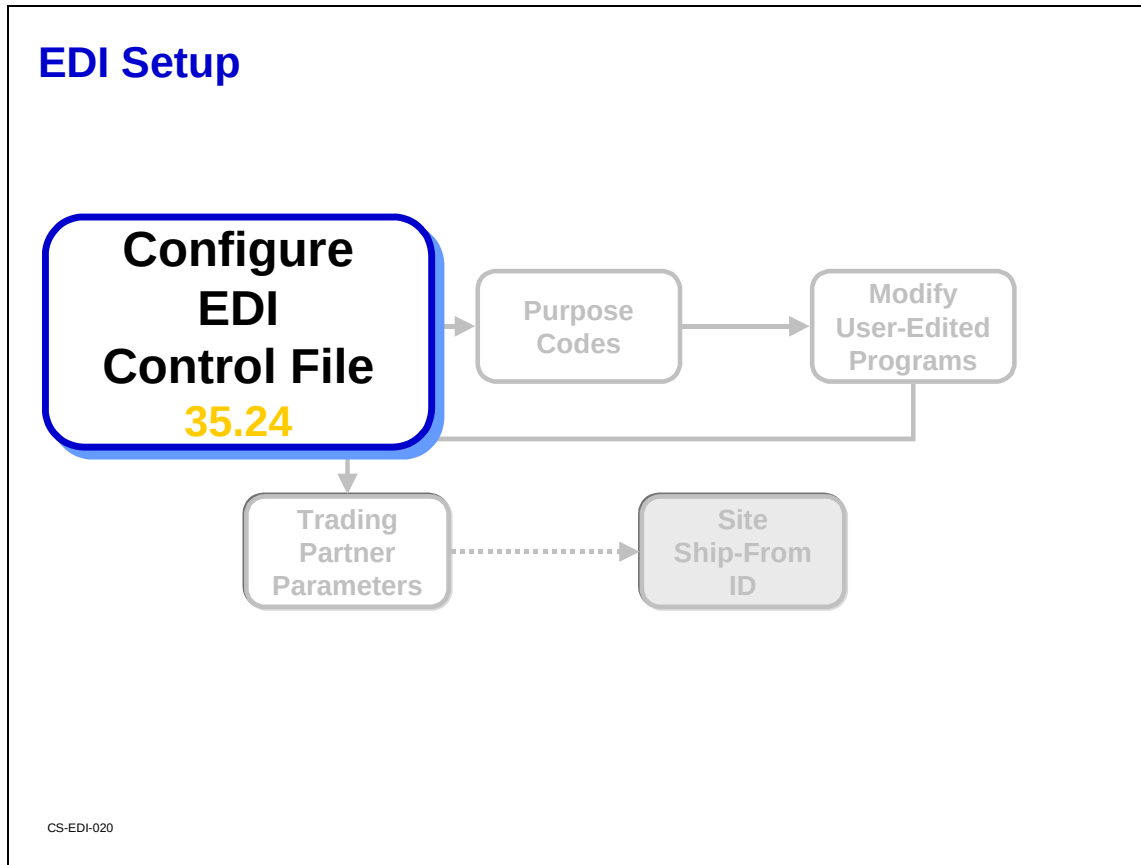


Boxes with dotted lines are required, but are covered at length in another course.

Before proceeding to set up EDI information, you must have already set up:

- Customer addresses using Customer Maintenance 2.1.1
- Item information using Item Master Maintenance 1.4.1

If you are using customer item cross-references, they must be also be set up. You do that using Customer Item Maintenance 1.16.



Configure EDI Control File

EDI is the paperless (electronic) exchange of trading documents (ASNs, invoices, etc.) between computers using standard document formats. MFG/PRO uses information from the EDI Control File 35.24 when importing and exporting these trading documents.

35.24 – EDI Control File

The screenshot shows the 'EDI Control File' window with the following fields and settings:

- Import from File or Process:**
- Import File/Process Name:**
- Export to File or Process:**
- Export Directory/Process Name:**
- Use Auto File Naming:** ☒ **yes**
- Export File Name:**
- Export Auto File Prefix:**
- Export Auto File Sequence:**

A callout box with the text "System automatically names export file" has arrows pointing to the 'Use Auto File Naming' checkbox and the 'Export Auto File Prefix' and 'Export Auto File Sequence' fields.

CS-EDI-030

EDI Control File

Menu Number 35.24

Use EDI Control File to define where and how EDI document importing (receiving) and exporting (sending) occurs. You also have the option of automatically naming export files.

Field Definitions

Import from File or Process

Specify if data is being imported from a file or a process.

Note Always enter File to retrieve data from the MFG/PRO database. You can only use the Process option with UNIX systems.

Import File/Process Name

- If importing from a file, enter a filename
 - The system locates the file and starts reading the data
- If importing from a process, enter the process name
 - The system looks for the executable program or script, starts it as a separate process, and begins reading its standard output

Export to File or Process

Specify how data is being exported, by a file or by a process.

Note You can only use the Process option with UNIX systems.

Export Directory/Process Name

- If exporting from a file, enter a filename
 - The system locates the file and starts writing data to the file
- If exporting from a process, enter the export directory/process name (e.g., /users/met/imp_sub1)
 - The system looks for the executable program or script and starts it as a separate process

Use Auto File Naming

- Enter Yes to have the system generate a filename
 - A system generated filename consists of a sequence number (Export Auto File Sequence) and a prefix (Export Auto File Prefix)
- Enter No to enter your own filename

Export File Name

Enter the filename you wish use for the export file.

- You can only access this field if Use Auto File Naming is set to No

Export Auto File Prefix

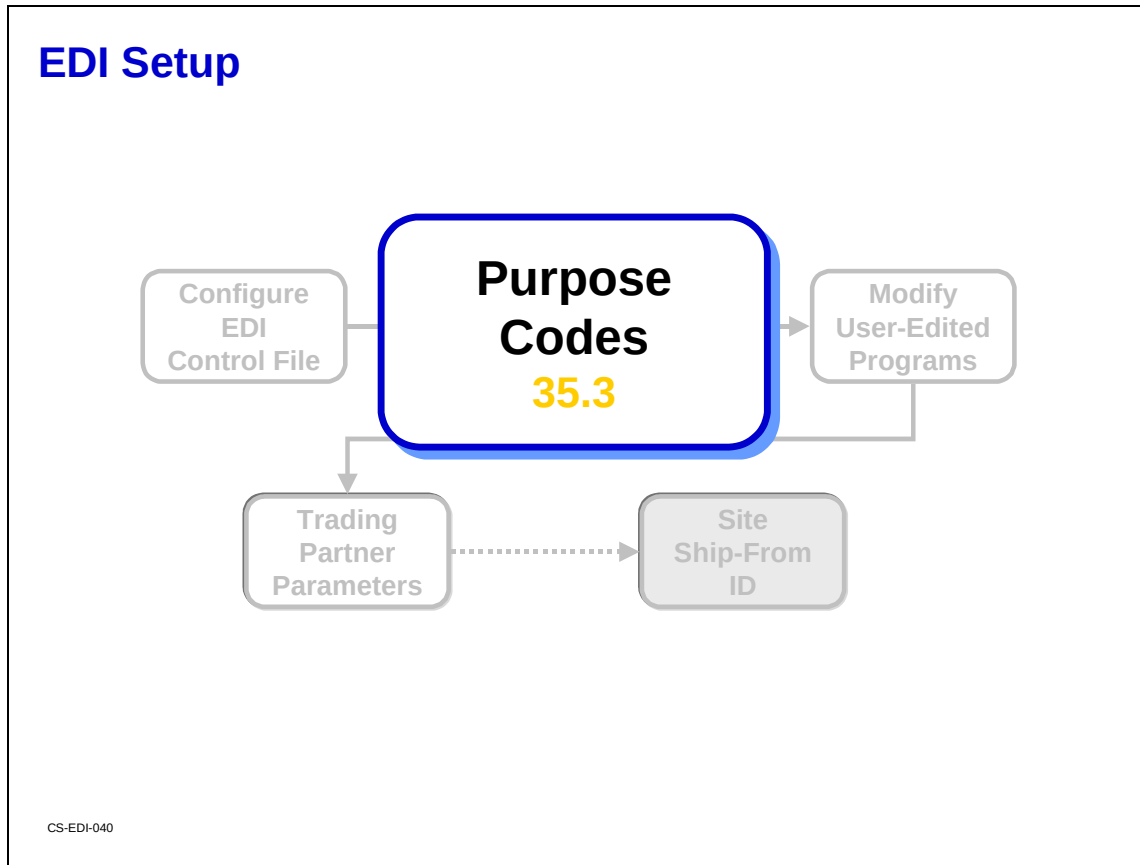
You can enter a prefix (up to two digits) or accept the default.

- You can only access this field when Use Auto File Naming is set to Yes

Export Auto File Sequence

You can enter a sequence number or accept the default.

- You can only access this field when Use Auto File Naming is set to Yes



Purpose Codes

Purpose codes are two character codes (e.g., 01) found on EDI schedules. These are known as external purpose codes. They indicate how the trading partner wants you to process the schedule (e.g., add, change).

Note A trading partner is any company you are selling to (customer) or buying from (supplier).

In order for MFG/PRO to utilize the external purpose code, you create a cross-reference between the purpose code and a program used to load the schedule into the database for processing. You can use either the standard programs provided with MFG/PRO or you can write your own custom programs.

35.3 – Purpose Code Maintenance

The screenshot shows the 'Purpose Code Maintenance' window. It has a menu bar with 'User Menu', 'Edit', 'Queue', 'Options', and 'Help'. Below the menu bar is a toolbar with icons for file operations and help. The main area contains two sections of input fields. The first section, labeled 'Key Fields' with a red box and arrow, includes: 'Site:', 'Address:', 'EDI Standard Version:', 'Transaction Set:', 'I/O:', and 'Ext Purpose Code:'. The second section, labeled 'Use to provide additional information on schedule reports' with a green box and arrow, includes: 'Int Purpose Code:', 'Execution File:', 'Execution Parameter:', 'Description:', and 'Comments:'. A 'List Type:' label is positioned to the right of the first section. At the bottom, a status bar displays keyboard shortcuts: 'F1=Help F2=Go ESC=End *Next/Prev* Ctrl-X/C/V=Cut-Copy-Paste'.

CS-EDI-050

Purpose Code Maintenance

Menu Number 35.3

Use Purpose Code Maintenance to define and maintain purpose code cross-references. You can create cross-references using one or more of the following key fields:

- Site
- Address
- EDI Standard Version
- Transaction Set
- Inbound or Outbound
- External Purpose Code

By using one or more of the key fields, you can create cross-references that range from very general to very specific. You can create any number of cross-references for an external purpose code.

Field Definitions

Site

Site code defined in Site Maintenance 1.1.13.

Address

Customer code or ship-to code defined in Customer Maintenance 2.1.1 or Customer Ship-to Maintenance 2.1.13. If used, the system displays the List Type.

EDI Standard Version

Version of the EDI standard used for the schedule (e.g., ANSI X12).

Transaction Set

EDI transaction type such as 830 (Planning Schedule) or 862 (Shipping Schedule).

I/O

Options are I (inbound) or O (outbound).

Note Currently, only inbound schedules are supported.

External Purpose Code

The two character external purpose code contained in the schedule. You can validate external purpose codes in Generalized Codes Maintenance 36.2.13.

- Field name is edi_ext

Internal Purpose Code

A user-defined purpose code.

- Internal purpose codes are for reference only and frequently used to provide more information (e.g., add, delete, change, etc.)

- Set up internal purpose codes by using Generalized Codes Maintenance
 - Field name is edi_int

Execution File

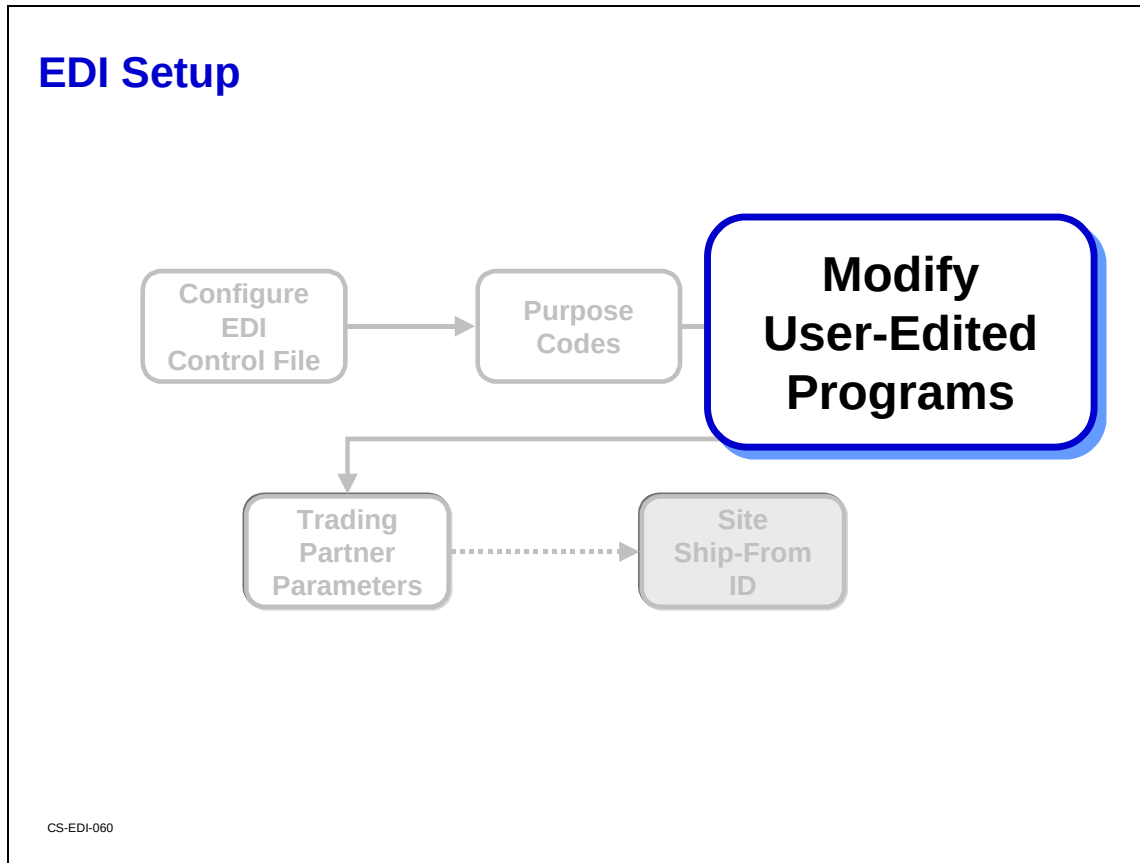
Required entry. The name of the program to be executed when schedules matching the key field values are received. The MFG/PRO standard programs and their functions are listed below.

Program	Function
edscdel.p	Processes schedules with a delete functional purpose code. The schedule is not actually deleted from the database. It is inactivated by removing its release ID.
edscadd.p	Processes schedules containing an add, original, change, and replace purpose code.
edsctest.p	Processes incoming schedules without updating the database. The procedure is typically used during a testing phase when implementing a new EDI trading partner. The procedure executed is the same as the add procedure, but the changes are not made in the database.

Note If you write your own custom execution programs, they must be located in a directory within MFG/PRO's search path.

Execution Parameter

Currently not being used.



Modify User-Edited Programs

User-edited programs are sample import and export interface programs. To use them, you need to modify the programs for your specific trading partners and your specific EDI enabling package. To customize or modify the user-edited program, first you make a copy of the program, then you can:

- Create a specific program for use with a specific trading partner
- Create a single program for all trading partners
 - Best when there is only a few trading partners
- Create different versions of the programs that meet specific requirements
 - Then, use one program for several trading partners with similar requirements

When importing or exporting documents, MFG/PRO uses a standard flat file format. The flat file format is contained within the code of the user-edited program. Flat file data can be:

- Passed to and received from third-party EDI-enabling software
- Translated to and from various EDI standard formats
- Transmitted to and received from trading partners

If you want to change the flat file format/definition to change the data elements read you need to modify the user-edited program. You can modify the program to read additional data elements or to change the position of where existing data elements are read.

The system uses a user-edited program for each document type it imports or exports.

- When exporting, the user-edited program extracts the data from the database and outputs it in a flat file format
- When importing, the user-edited program parses (splits up) the incoming flat file data and passes it to a document loader subprogram

Export Programs



1. Specify selection criteria
2. System selects data
3. Data output to flat file

CS-EDI-070

Export Programs

There is a separate MFG/PRO export program for each EDI document type (e.g., ASN, invoice, etc.). Each export program follows these steps:

- 1 Accepts a set of selection criteria from the user.
- 2 Using the selection criteria, selects the documents from the database.
- 3 Calls a user-edited program to output the document(s) in the required flat file format.

The user-edited programs, and the export programs calling them, are shown below.

Menu Name	Export Program	User-Edited Program
ASN Export 35.5	edexasn.p	edusexsn.p
Invoice Export 35.8	edexinv.p	edusexiv.p
PO Ack Export 35.11	edexack.p	edusexak.p
Purchase Order Export 35.15	edexpo.p	edusexpo.p
Supplier Schedule Export 35.18	edexsch.p	edexscha.p or edexschb.p

Note The user-edited program for supplier schedules depends on the type of schedule.

The user-edited programs use the following document export utility programs to output the data.

Utility Program	Task Performed
edputch.i	Inserts the contents of a character variable in a specified location in the line data record. For example, extracts the field value FRP from the field schd_user1 from the schedule detail record sch_det.
edputnum.i	Inserts the contents of a numeric variable in a specified location in the line data record.
edputdt.i	Inserts the contents of a date variable in a specified location in the line data record.
edputnx.i	Appends the specified field separator character and the contents of the specified variable to the end of the line data record.
edputln.i	Writes the completed line data record to the transmission file.

The first four document export utility programs compose the selected data in the proper format.

- Each data element must be in a specific position in a character variable
- The specific positions in the character variable string become the specific positions in the flat file once the data is written to the flat file

The last document export utility program, edputln.i, writes each line to the flat file as it is completed.

35.13 – Document Import

The screenshot shows the 'Document Import' window with the following fields and annotations:

- Address:** 0100
- Document Type:** (empty)
- Document ID:** (empty)
- To:** 0100
- To:** (empty)
- To:** (empty)
- Import from File/Process:** Process (highlighted with a blue box)
- Import File/Process Name:** /users/qad/edi/0100.edi (highlighted with a blue box)
- Report Detail/Summary:** Detail
- Update:** yes (highlighted with a green box, with an annotation: 'Determines if schedule is to be made active')
- Output:** (empty)
- Batch ID:** (empty)

A blue callout box points to the 'Import from File/Process' and 'Import File/Process Name' fields, stating: 'Defaults from EDI Control File 35.24'.

The status bar at the bottom reads: 'Enter data or press ESC to end.'

CS-EDI-080

Document Import

Menu Number 35.13

Use Document Import to import all document types. When importing documents, the system follows these steps:

- 1 Accepts selection criteria from the user, including the name of the flat file to process.
- 2 Calls the user-edited program edusim.p to determine the types of documents in the flat file.
- 3 For each document type, calls the user-edited program specific to the document type. The user-edited program:
 - a Parses data values from the flat file.
 - b Calls the appropriate document loader program (i.e., document gateway program).

- c Passes the parsed data values to the document loader program.
- 4 The document loader program validates that the documents to be added to the MFG/PRO database are properly formatted.
- If a document has errors, it is either partially added to the database or not added at all
 - Errors are displayed in the Document Import report

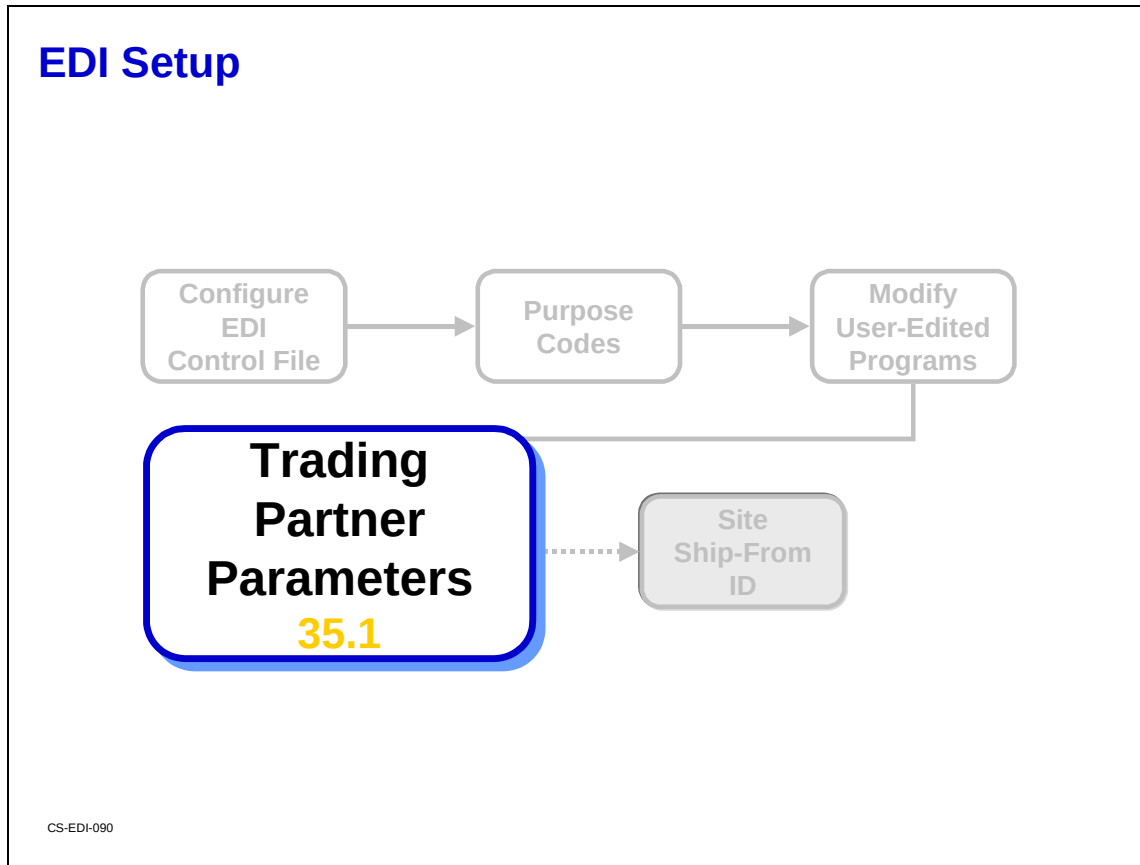
The user-edited programs for each document type are listed below.

Document Type	User-Edited Program
Remittance Advice	edui820.p
Customer Planning Schedule	edui830.p
Customer Shipping Schedule	edui862.p
Purchase Order (buyer to seller)	edui850.p
Purchase Order Acknowledge (seller to buyer)	edui855.p
Purchase Order Change (buyer to seller)	edui860.p
Purchase Order Change Acknowledge/Request (seller to buyer)	edui865.p
Advance Ship Notice (ASN)	edui856.p

The user-edited programs use utility programs to read and extract data from the incoming flat-file data. These utility programs are listed below.

Utility Program	Task Performed
edgetln.i	Reads a line of character data from the transmission file to a line data record.
edgetch.i	Extracts a character variable such as RUSH from a specified location in the line data record and inserts it in a specified program variable such as schd_reference.
edgetnum.i	Extracts a numeric variable from a specified location in the line data record and inserts it in a specified program variable.
edgetdt.i	Extracts a standard YYMMDD format date from a specified location in the line data record, converts it to a PROGRESS format date, and inserts it in a specified program variable.
edcpd.p	Extracts a customer period identifier from the line data record, converts it to a PROGRESS format date, and inserts it in a specified program variable.
edparse.p	Extracts a sequence of data values from the line data record and inserts the entire sequence into a specified program variable, fld. It then sets another program variable, fld_ct, to the number of data values placed in the fld variable.

You have the option of printing a detail report or a summary report. Documents successfully processed appear on both types of reports.



Trading Partner Parameters

An EDI trading partner is any company you communicate with using EDI. For each EDI trading partner you need to set up parameters for the system to use when communicating with them. These parameters establish a link between the trading partner and how their EDI documents are processed.

35.1 – Trading Partner Parameters Maintenance

Trading Partner Parameters Maint

User Menu Edit Queue Options Help

Address: 000005 CIM load test cust. List Type: customer

Trading Ptnr Interface ID:

Trading Ptnr EDI ID:

EDI Standard:

EDI Standard Level:

Reference only

Export Document Control

Print Inv hist:	yes	EDI Inv Hist:	no
Print PO:	yes	EDI PO:	no
Print Schedules:	yes	EDI Schedules:	no
Fax Schedules:	no	EDI ASNs:	no
		EDI PO Ack:	no

F1=Help F2=Go ESC=End *Next/Prev* Ctrl-X/C/V=Cut-Copy-Paste

CS-EDI-100

Trading Partner Parameters Maintenance

Menu Number 35.1

Use Trading Partner Parameters Maintenance to define parameters which determine:

- Trading partner specific EDI relationship and standards
- Document transmission protocols
- ASN header information

There are four frames of information (three if you do not send ASNs).

- In the header frame you define the trading partner specific EDI relationship and standards
- In the second frame you define how documents will be handled for this trading partner

- In the third frame you define additional header values to be included in all export functions
- In the fourth frame you define the additional ASN header information

Header Frame

Field Definitions

Address

- Trading partner's (i.e., customer's) address code as set up in MFG/PRO
 - For customer schedule shipments, Shipping Label Print 7.6.5.8 converts this code to the EDI interface code in bar code and alphanumeric formats

Trading Partner Interface ID

- You must enter an ID to enable EDI
- Identifies the trading partner to your EDI enabling package
 - On export, tells which trading partner to send the document to
 - On import, tells which trading partner sent the document

Trading Partner EDI ID

- Use depends on the Trading Partner Interface ID
 - If the interface ID is unique to the documents you are transmitting or receiving (e.g., customer address and ship-to address are identical), the EDI ID may not be required
 - If the interface ID is used for several ship-to addresses for a single customer or multiple ship-from addresses for a single supplier, the EDI ID is required to differentiate between them
- Identifies a particular address for the trading partner
 - On export, tells the enabling package which trading partner to send the documents to
 - On import, tells the enabling packing which trading partner sent the documents

Note For a trading partner having multiple ship-to addresses, you need to set up an address cross-reference for each one with which you have an EDI relationship. Each ship-to address can have the same Trading Partner Interface ID, but each must have a different Trading Partner EDI ID.

EDI Standard

The method being used to format the documents, for example, ANSI X12, ODETTE, etc.

EDI Standard Level

The version of the EDI standard being used, for example, 1, 2, 3, etc.

35.1 – Export Document Control Frame

Trading Partner Parameters Maint

User Menu Edit Queue Options Help

Address: 000005 CIM load test cust. List Type: customer

Trading Ptnr Interface ID:
Trading Ptnr EDI ID:
EDI Standard:
EDI Standard Level:

Export Document Control

Print Inv hist:	yes
Print PO:	yes
Print Schedules:	yes
Fax Schedules:	no

EDI Inv Hist:	no
EDI PO:	no
EDI Schedules:	no
EDI ASNs:	no
EDI PO Ack:	no

F1=Help F2=Go ESC=End *Next/Prev* Ctrl-X/C/V=Cut-Copy-Paste

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Export Document Control Frame

The Export Document Control frame defines the defaults used by the system for managing and transmitting EDI documents.

This is where you implement the trading policy you have with the trading partner. Each field allows or disallows a type of document processing.

- For a customer, you would:
 - Select how you manage invoices internally (Print Inv hist)
 - Determine if you transmit invoices and ASNs by EDI (EDI Inv Hist, EDI ASNs)

- For a supplier you would:
 - Select how you manage purchase orders and supplier schedules (Print PO, Print Schedules)
 - Determine if you fax schedules (Fax Schedules)
 - Determine if you transmit purchase orders and supplier schedules by EDI (EDI PO, EDI Schedules)

35.1 – Profile Data Frame

The screenshot shows a window titled "Trading Partner Parameters Maint" with a menu bar (User Menu, Edit, Queue, Options, Help) and a toolbar. The main area displays partner information: Address: 1000001, Westwood Reliable, List Type: ship-to, Trading Prtnr Interface ID: editest, Trading Prtnr EDI ID: ef175a, EDI Standard:, and EDI Standard Level:. Below this is the "EDI Profile Data" frame, which is highlighted with a red border. It contains a table with columns Field ID, Label, and Value. The table has two rows: TD501 with Label ID and Value 12345, and TD502 with Label Mbr and an empty input field with a dropdown arrow. At the bottom of the window is a status bar with keyboard shortcuts: F1=Help F2=Go ESC=End *Next/Prev* Ctrl-X/C/V=Cut-Copy-Paste.

Field ID	Label	Value
TD501	ID	12345
TD502	Mbr	

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EDI Profile Data Frame

You use this frame to add data values that are made available to all export functions. These values can be unique to a particular trading partner or an EDI standard for shipment information.

Field Definition

Field ID

- Defined and documented by either the EDI standard and level or by the specific trading partner
- Consists of an identifier and a sequence number
 - For example, TD301 represents the first instance (01) of the identifier TD3

Label

- Stores a field label
- Displays during document export

Value

- Value to appear for the field during document export

35.1 – ASN Header Data Frame

ASN Header Data			
Field ID	Prompt Label	Prompt	Initial Value

CS-EDI-130

ASN Header Data Frame

This frame displays only if the EDI ASNs field is set to Yes. (Found in the Export Document Control frame.) It contains additional required ASN header fields.

Field Definition

Field ID

- Identifies an ASN header data field
 - For example, the method of transportation, carrier identifier, truck trailer number
- Defined and documented by either the EDI standard and level or by the specific trading partner

- Consists of an identifier and a sequence number
 - For example, TD301 represents the first instance (01) of the identifier TD3
- Displays during ASN export

Prompt Label

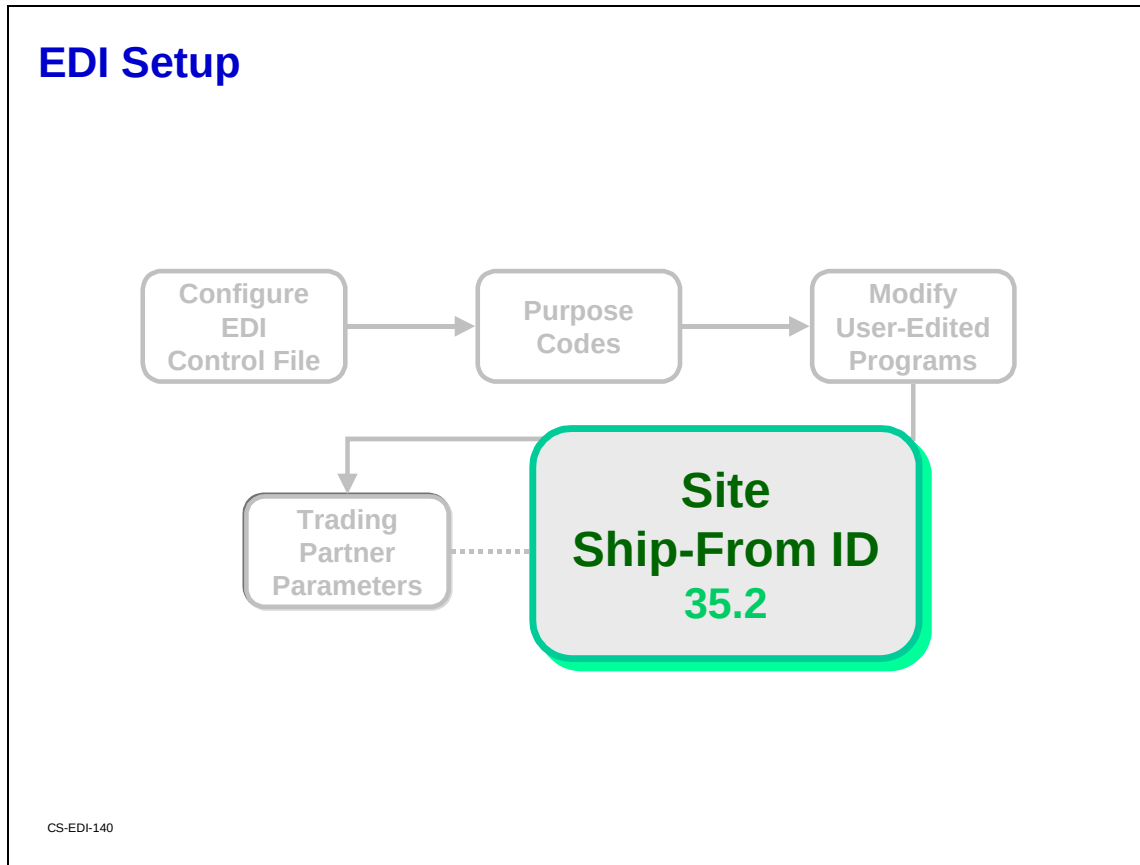
- Prompt label for an ASN header data field
- Displays during ASN export for fields having Yes in the prompt indicator

Prompt

- If Yes, ASN export program prompts for a value for this field
 - Uses the Prompt Label value as the field name during ASN export
- If No, Field ID and Initial Value are used automatically

Initial Value

- Initial or constant value for the ASN header data field
- If Yes, initial value you enter appears in the field as the default and can be accepted or modified
- If No, value is sent on the header as a static alphanumeric value



Site Ship-From ID

Some trading partners have their own identification number for your ship-from site, and they require that you use this ID number when transmitting documents to them. This ID number is how they recognize you.

MFG/PRO gives you the ability to set up a cross-reference linking your ship-from site code and the trading partner's ID for you. This cross-reference is included with exported EDI data and shipping labels. On imported documents, it tells the system who the trading partner is referencing.

35.2 – Site Ship-from ID Maintenance

The screenshot shows the 'Site Ship-from ID Maintenance' window. At the top, a menu bar includes 'User Menu', 'Edit', 'Queue', 'Options', and 'Help'. Below the menu, a toolbar contains icons for file operations and navigation. The main data area is divided into two sections. The top section displays site information: 'Address: 3005000' and 'Worldwide Supplies' on the first line, and 'Site: 10000' and 'San Diego Main Plant' on the second line. A purple callout box labeled 'User assigned' points to the 'Worldwide Supplies' text. Below this, a red callout box labeled 'Customer assigned' points to the 'Site Shipping Label ID: F7BFC' and 'Site EDI ID: F7BFC' text. The bottom section is titled 'EDI Profile Data' and contains a table with three columns: 'Field ID', 'Label', and 'Value'. The table has one row with the values 'TD501', 'ID', and '12345'. A status bar at the bottom of the window displays keyboard shortcuts: 'F1=Help F2=Go ESC=End F5=Delete Ctrl-X/C/V=Cut-Copy-Paste'.

Field ID	Label	Value
TD501	ID	12345

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Site Ship-from ID Maintenance

Menu Number 35.2

Use Site Ship-from ID Maintenance to set up a cross-reference between your internal site code and a trading partner's ID for that site.

Field Definition

Address

A valid MFG/PRO customer address code or ship-to address code.

Site

MFG/PRO internal site which is the ship-from site.

Site Shipping Label ID

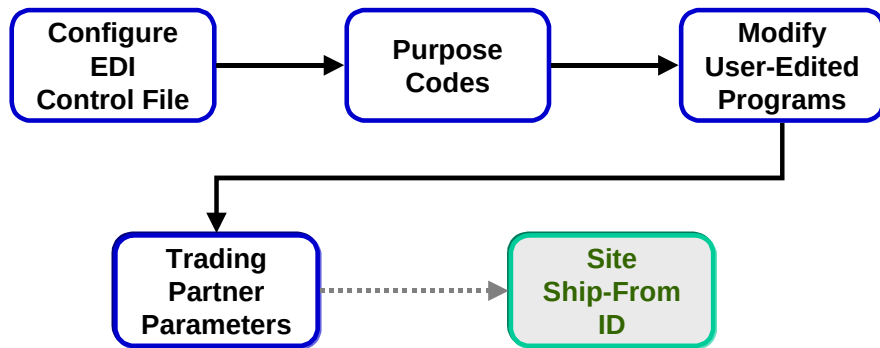
The identification assigned to the ship-from site by the trading partner. This is the trading partner's ID for the you. Shipping Label Print 7.6.5.8 prints this value on the shipping label.

Site EDI ID

The EDI identification code assigned to the ship-from site by the trading partner.

In the second frame you can add ASN header field values that are made available to all export functions.

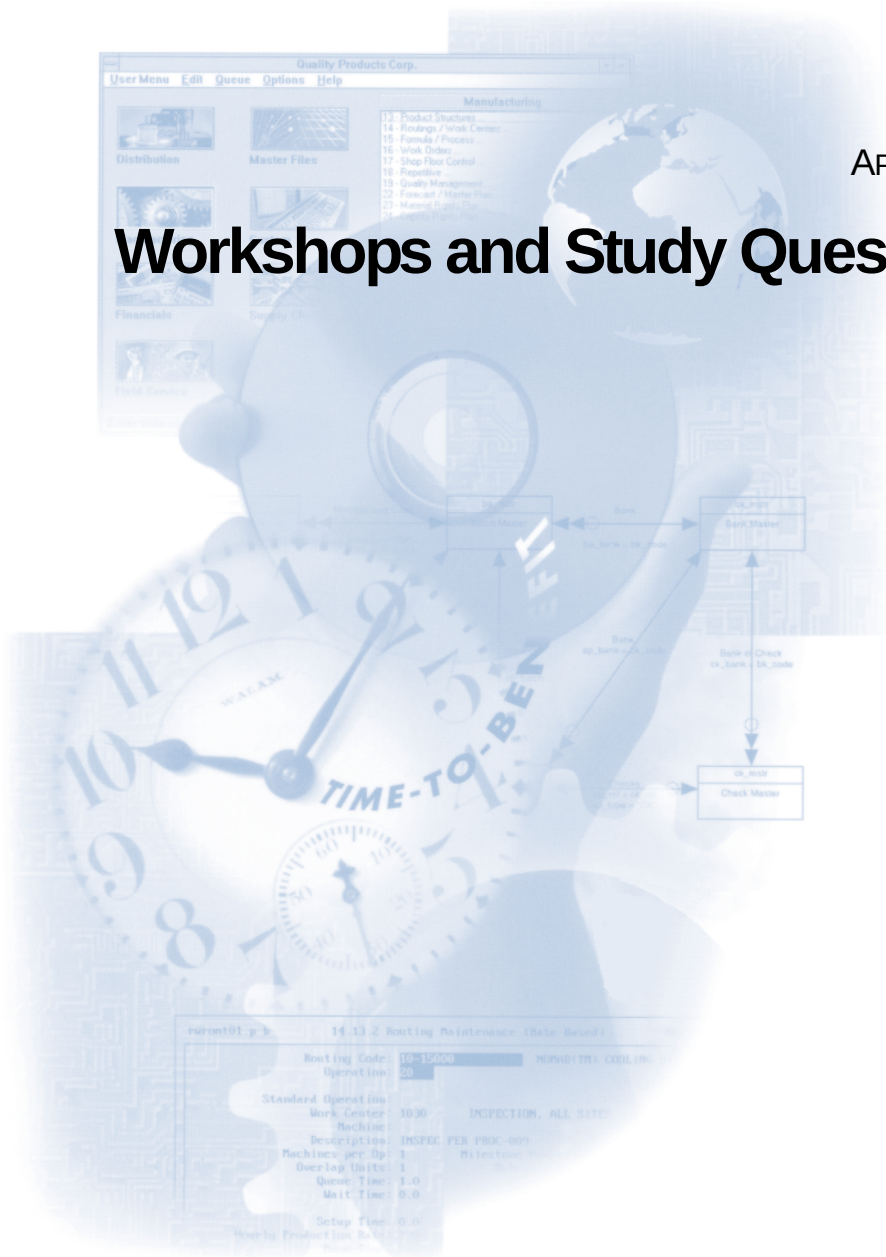
EDI Setup Summary



CS-EDI-160

APPENDIX B

Workshops and Study Questions



Setup / Implementation

Setup Workshops

Situation:

Instructions: Continue to use the products manufactured by Quality Pencil Company. You have just acquired a new customer and need to set up the customer information and the scheduled order.

- 1 First, you need to determine which products you will be selling to the new customer. List the products sold by Quality Pencil Company. Select three products. Note the item number, _____, and the site, _____. What function did you use?

Hint: You can use the same three products used in the previous exercises.

- 2 Set up customer item numbers for each of the three internal item numbers you selected.
- 3 Your new customer is a office supply manufacturer. Add the customer.
- 4 Your customer's work week starts on Tuesday and ends on Saturday. They work eight hours per day and are closed on the first Tuesday of November.
- 5 Set up a scheduled order using all three items. Note the order number: _____
 - Remember, your customer's work week starts on Tuesday
 - Reference the corresponding customer item number
 - The quantities will be cumulative
 - The customer will be sending both a planning schedule and a shipping schedule
 - They want you to use replace logic to handle the two schedules

Study Questions for Customer Schedules Setup

- 1 A customer can only have one ship-to address.

True
False
- 2 One of your customers shuts down for two weeks every summer. What do you have to do to make sure no shipments are scheduled during that two week period?

- 3** A dock address is unique to a customer.
- True False
- 4** Your customer has their own identification number for you and they request you use this number on all correspondence and shipments you send to them. What do you have to do so MFG/PRO recognizes this ID number?
- 5** You want to make sure the customer's orders are shipped in multiples of 25. What do you have to set?
- 6** A customer sends a planning schedule and a shipping schedule. When calculating the required shipping schedule, the system uses the most recent schedule sent by the customer.
- True False
- 7** What determines how the system uses a customer's planning and/or shipping schedule?

Study Questions for EDI Setup

- 1** What is the function of external purpose codes? Are they optional.
- 2** What is the function of internal function codes? Are they optional?
- 3** Why do you need to modify a user-edited program?

- 4 Do you need to modify a user-edited program for every trading partner?
- 5 User-edited programs are only used for importing documents.
True False
- 6 Define trading partner. What is an EDI trading partner?
- 7 How do you set up a cross-reference between a trading partner's identification number for you and your ship-from site?

Processing

Processing Scheduled Orders Workshop

Situation:

Instructions: The customer has sent you a planning schedule and a shipping schedule for one item. They are ready to begin receiving shipments.

- 1 The planning schedule details are:
 - Use Friday's date in the Prior Cum Date field
 - It covers a period of one year
 - Shipments are to be for 1000 units per month starting with Tuesday's date
 - Subsequent shipments are made on the first Tuesday of each month
 - You have been authorized to fabricate or purchase 1000 units for the duration of the planning schedule

Note the release identification number: _____

- 2 Where does the Cumulative field default from?

- 3 The shipping schedule details are:
 - Use Friday's date in the Prior Cum Date field
 - It covers a period of two weeks
 - Shipment are to be for 50 units per day starting with Tuesday's date

Note the release identification number: _____

- 4 Create a required ship schedule.

Study Questions on Processing Scheduled Orders

- 1 How can you receive a schedule release? (List two methods.)
 - a
 - b

- 2 What are the types of schedule releases that could be sent by a customer? Explain the major difference between them.
- 3 Resource Authorization Data specifies the raw and fabricated materials the customer has committed to purchase during the time frame of the shipping or the planning schedule.

TrueFalse
- 4 You can only have one active schedule. It can be either a planning schedule or a shipping schedule.

TrueFalse
- 5 Give an example of how you would use requirement detail.
- 6 How would you create a required ship schedule from a release that is not the active release?

Processing Shipments Workshop

Situation:

Instructions: You are now ready to send the first shipment to your new customer.

- 1 Manually create a shipper. Note the shipper number: _____
- 2 Modify the shipper changing the quantity shipped to 100 units.
- 3 Confirm the shipper. Check to be sure the invoice is automatically posted. Print the invoice.
- 4 Where does the instruction to post the invoice default from?

Study Questions on Processing Shipments

- 1 How can you add containers to a shipment? (List three ways.)
 - a
 - b
 - c
- 2 Shippers can only be created automatically.

TrueFalse
- 3 Picklist, pre-shipper, and shipper are synonymous.

TrueFalse
- 4 If you create a shipper automatically, confirmation automatically occurs at the end of processing.

TrueFalse
- 5 Is a bill of lading printed for the customer to show them what is being shipped?
- 6 What are your options for sending the shipper to your customer?
- 7 Besides an invoice, what other document can a customer pay against?

Special Processes Workshop

Situation 1:

Instructions: One of your customers has advised you their fiscal year has ended and asked that you reset their cumulative totals to zero.

- 1 First, go back to the first scheduled order your shipped (in the “Process Customer Schedule Shipments” chapter). Note the ship-to, item number, and order number: _____, _____, _____
- 2 Use Cumulative Shipped Maintenance 7.5.16 to see what are the cumulative totals on this order. If there is more than one line, view each line total.
- 3 Next reset the cumulative totals for the entire order to zero. What do you use to do this?
- 4 Go back into Cumulative Shipped Maintenance to see what the cumulative totals are now.

Study Questions on Special Processes

- 1 Under what circumstances would you want to change a customer’s cumulative line item total?
- 2 You can use either Cumulative Shipped Maintenance 7.5.16 or Cum Shipped Reset 7.5.18 to reset a customer’s scheduled order cumulative totals.
True False
- 3 Retrobilling changes prices for items that have been shipped and that are to be shipped.
True False
- 4 Amendment number is user-defined.
True False

Answers to Workshops and Study Questions

Customer Schedules Setup Workshop

- 1 Item Master Maintenance 1.4.1. The site is the ship-from site.
- 2 Customer Item Maintenance 1.16.
- 3 Customer Maintenance 2.1.1.
- 4 Customer Calendar Maintenance 7.3.1. Use the Non-Operating Days frame to enter the closed day.
- 5 Scheduled Order Maintenance 7.3.13.
 - Week Offset = 2
 - Customer Item = customer item number
 - Cumulative = Yes
 - Netting Logic = 3

Customer Schedules Setup Study Questions

- 1 False. A customer can have multiple ship-to addresses.
- 2 Set up a customer calendar using Customer Calendar Maintenance 7.3.1. In the Operating Day Hour Exceptions frame define the beginning and ending dates of the shut down period.
- 3 False. Dock addresses are unique to the system. That means that you cannot assign the same dock address to two different customers.
- 4 Use 7.3.10 Site Ship-from ID Maintenance to set up a cross-reference between your customer's identification number and an MFG/PRO site.
- 5 You need to set the Std Pack Qty (Standard Pack Quantity) field in Scheduled Order Maintenance 7.3.13. To ship in multiples of 25, you set the field to 25.
- 6 False. The calculation for the required ship schedule (RSS) uses the active schedule.
- 7 If a customer sends a planning and a shipping schedule, the system uses the setting in the Netting Logic field in Scheduled Order Maintenance 7.3.13 to determine how to combine the two schedules to obtain the RSS.

EDI Setup Study Questions

- 1** External purpose codes are two-character codes indicating the type of schedule (add, change, etc.). They are part of the EDI schedule and are not optional.
- 2** Internal function codes provide additional information about the external purpose code. Their format is not dictated by the implementation guide used for the EDI schedule. Consequently they are not limited to two-characters, giving you the ability to be more descriptive. They are optional.
- 3** User edited programs are not intended to be used as is. They must be modified to work with specific trading partners and specific EDI enabling packages.
- 4** Not necessarily. It depends on the specific requirements of a trading partner. You can create a single program for all trading partners. You can also create different versions meeting specific requirements. Then, you can use the same program for several trading partners with those specific requirements.
- 5** False. User edited programs are used for importing and exporting documents.
- 6** A trading partner is any company you are selling to or buying from. An EDI trading partner is any company you communicate with using EDI.
- 7** Use Site Ship-from ID Maintenance 35.2.

Scheduled Order Processing Workshop

- 1** Customer Plan Schedule Maintenance 7.5.1. Shipping interval is M (monthly). Release ID is user-defined.
- 2** The Cumulative field defaults from the scheduled order.
- 3** Customer Ship Schedule Maintenance 7.5.2. Shipping interval is D (daily/discrete). Release ID is user-defined.
- 4** Required Ship Schedule Update 7.5.5.

Scheduled Order Processing Study Questions

- 1 (a) Electronically using Document Import 35.13. (b) Enter manually using Customer Plan Schedule Maintenance 7.5.1 or Customer Ship Schedule Maintenance 7.5.2.
- 2 Planning schedule (830) and shipping schedule (862). The major difference is the planning horizon. A planning schedule shows long-term planning, while a shipping schedule shows short term planning.
- 3 False. Resource authorizations are only given for a planning schedule, not a shipping schedule.
- 4 False. If a customer sends planning and a shipping schedules, you would have an active schedule for each type.
- 5 You could use requirement detail to keep track of a customer's RAN numbers.
- 6 Use Selective Required Ship Schedule Update 7.5.6.

Processing Shipments Workshop

- 1 Sales Order Shipper Maintenance 7.9.8. Shipper number assigned by system.
- 2 Pre-Shipper/Shipper Workbench 7.9.2.
- 3 Pre-Shipper/Shipper Confirm 7.9.5.
- 4 Originally set in Customer Schedules Control File 7.3.24. Defaults to the scheduled order (Scheduled Order Maintenance 7.3.13), but can be overridden.

Processing Shipments Study Questions

- 1 Use Container Workbench 7.7.1, Pre-Shipper/Shipper Workbench 7.9.2, or Sales Order Shipper Maintenance 7.9.8.
- 2 False. You can use Sales Order Shipper Maintenance 7.9.8 to manually create a shipper.
- 3 False. Picklist and pre-shipper are synonymous.
- 4 False. Shipper verification occurs automatically at the end of processing. Shipper confirmation is a separate step. Use Pre-Shipper/Shipper Confirm 7.9.5.
- 5 You print a bill of lading for the carrier.
- 6 A shipper can be sent with the shipment, like a packing list. You can also send it electronically as an ASN.

- 7 Some customer's pay against the ASN.

Special Processes Workshop

- 2 Cumulative totals for the specified line number display in the Cum Shipped field.
- 3 Cum Shipped Reset 7.5.18. Cumulative Shipped Maintenance resets the cumulative totals for a single line, not for an entire order.
- 4 Cum Shipped field should display 0 (zero).

Special Processes Study Questions

- 1 You would change a customer's cumulative line item total:
 - a If there is a discrepancy between your cumulative totals for the customer and what the customer is showing as their cumulative totals.
 - b If the customer requests you set the line item total to 0 (zero).
 - c When you initially start using MFG/PRO to bring in the customer's cumulative line item totals.
- 2 False. Cumulative Shipped Maintenance 7.5.16 changes cumulative line item totals. Cum Shipped Reset 7.5.18 resets cumulative totals for the entire order.
- 3 False. Retrobilling changes prices for items already shipped. To change prices for items in future shipments, you need to change the item's price or the price list.
- 4 False. The customer provides the amendment number, authorizing price change.

Reports, Inquiries, Browsers

Quality Products Corp.

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TIME-TO-BENEFIT

Bank → Bank Master → Bank of Check or Bank or SA code → Check Master

Routing Maintenance (Date Based)

Routing Code: 10-15000
Operation: 20

Standard Operation: 1030
Work Center: INSPECTION, ALL SITE

Description: INSPEC PER PROC-005
Machines per Op: 1
Overlap Units: 1
Queue Time: 1.0
Wait Time: 0.0
Setup Time: 0.0

Customer Schedules Inquiries

Menu	Inquiry	Function / Purpose
7.3.2	Customer Calendar Browse	Displays information for all customers having a custom calendar. Information shown includes the hours for Sunday through Saturday.
7.3.4	Customer Order Period Browse	Displays information for all customers assigned period numbers. Information shown includes year, period type, period, start and expire dates, and name.
7.3.7	Dock Browse	Displays information for all customers assigned dock addresses. Information shown includes customer code, dock code, sort name, and the city, state, and post information for the dock address.
7.3.14	Scheduled Order Inquiry	Displays information by scheduled order line item. Information shown includes order data and order line item data information.
7.5.8	Schedule Inquiry	Displays information by scheduled order. You have the option of choosing the type of schedule to display (planning, shipping, required ship schedule) and if you want to display the net quantity for the scheduled order. • Information shown for a planning schedule includes information entered in the header screen of Customer Plan Schedule Maintenance 7.5.1, schedule detail data, and resource authorization data • Information shown for a shipping schedule includes information entered in the header screen of Customer Ship Schedule Maintenance 7.5.2 and the schedule detail data • Information shown for a required ship schedule includes the information shown on the detail report generated during the Required Ship Schedule Update 7.5.5 calculation
7.5.9	Schedule History Inquiry	Displays information by scheduled order. You have the option of choosing the type of schedule to display (planning, shipping, required ship schedule). The schedules displayed are determined by the Create After date. Only schedules created after the date you enter display. Information shown is the same as in Schedule Inquiry.
7.7.2	Container Inquiry	Displays information by site/container ID. Information shown is for all levels and includes site/container ID, all subcontainers/items, location, lot/serial number, reference, quantity, and unit of measure.
7.7.3	Container by Item Inquiry	Displays information showing which containers contain a specific item at a specific site. Can choose to display items assigned to a picklist or a shipper, or items not assigned to a picklist or a shipper. Information shown includes the container ID, item number, site, location, quantity, and unit of measure.

Customer Schedules Inquiries

Menu	Inquiry	Function / Purpose
7.9.3	Pre-Shipper/Shipper Inquiry	Displays information by ship-from, pre-shipper/shipper ID number. Information shown includes ship-to, pre-shipper/shipper ID, item number, location, customer purchase order number, lot/serial number, order number, reference, line number, quantity to ship, and unit of measure.
7.9.12.3	Master Bill of Lading Inquiry	Displays information for the master bill of lading.

Customer Schedules Reports

Menu	Inquiry	Function / Purpose
7.3.8	Dock Report	Information selected by ship-to location (code or name). You can enter a single location or a range. For each selected ship-to the report lists the customer code, dock code, customer name and address information.
7.3.15	Scheduled Order Report	Selection criteria includes scheduled order details (ship-to, ship-from, etc.). Report information includes scheduled order data and order line item data. The format of the report is the same as the screen format of Scheduled Order Maintenance 7.3.13, where you originally enter the data.
7.5.10	Schedule Report	Selection criteria includes scheduled order details (ship-to, ship-from, etc.). You have the option of selecting the schedule type (planning, shipping, required ship schedule), and if you want to use active or historical schedules. • Report information shown for a planning schedule includes information entered in the header screen of Customer Plan Schedule Maintenance 7.5.1, schedule detail data, and resource authorization data. The format of the report is the same as the screen format • Report information shown for a shipping schedule includes information entered in the header screen of Customer Ship Schedule Maintenance 7.5.2 and the schedule detail data. The format of the report is the same as the screen format • Report information shown for a required ship schedule includes the header and schedule detail data information shown on the detail report generated during the Required Ship Schedule Update 7.5.5 calculation
7.5.12	Schedule Authorization Report	Selection criteria includes scheduled order details (ship-to, ship-from, etc.). Report information includes release ID number, effective dates, resource authorization information.
7.5.13	Required Ship Schedule Summary Report	Selection criteria includes scheduled order details (ship-to, ship-from, etc.). Report information includes release ID number, item number, customer's item number, dates on scheduled order and if they are workdays, net quantity due, and cumulative quantity due.
7.5.14	Required Ship Schedule Detail Report	Selection criteria includes scheduled order details (ship-to, ship-from, etc.). Report information includes the item number, customer's purchase order number, reference, standard pack quantity, past due and net due quantities, and container item number.

Customer Schedules Reports

Menu	Inquiry	Function / Purpose
7.5.20	Shipment History Report	Selection criteria includes scheduled order details (ship-to, ship-from, etc.). Report information shows the history of the schedule order. Information includes date and time of last transaction, the type of transaction and the ID of the user performing the transaction. Scheduled order details appearing on the report include item number, customer item number, site, location, lot/serial number, reference, ship quantity, invoice number, invoice quantity, and the cumulative ship quantity.
7.9.6	Pre-Shipper/Shipper Report	Selection criteria includes scheduled order details (ship-to, ship-from, etc.). You have the option of selecting pre-shippers or shipper, confirmed or not. Report information includes type of document, container ID, ship-to, item number, shipper ID number, ship-from, order number, line number, unit of measure, open quantity and the due date, shipped quantity and the ship date.

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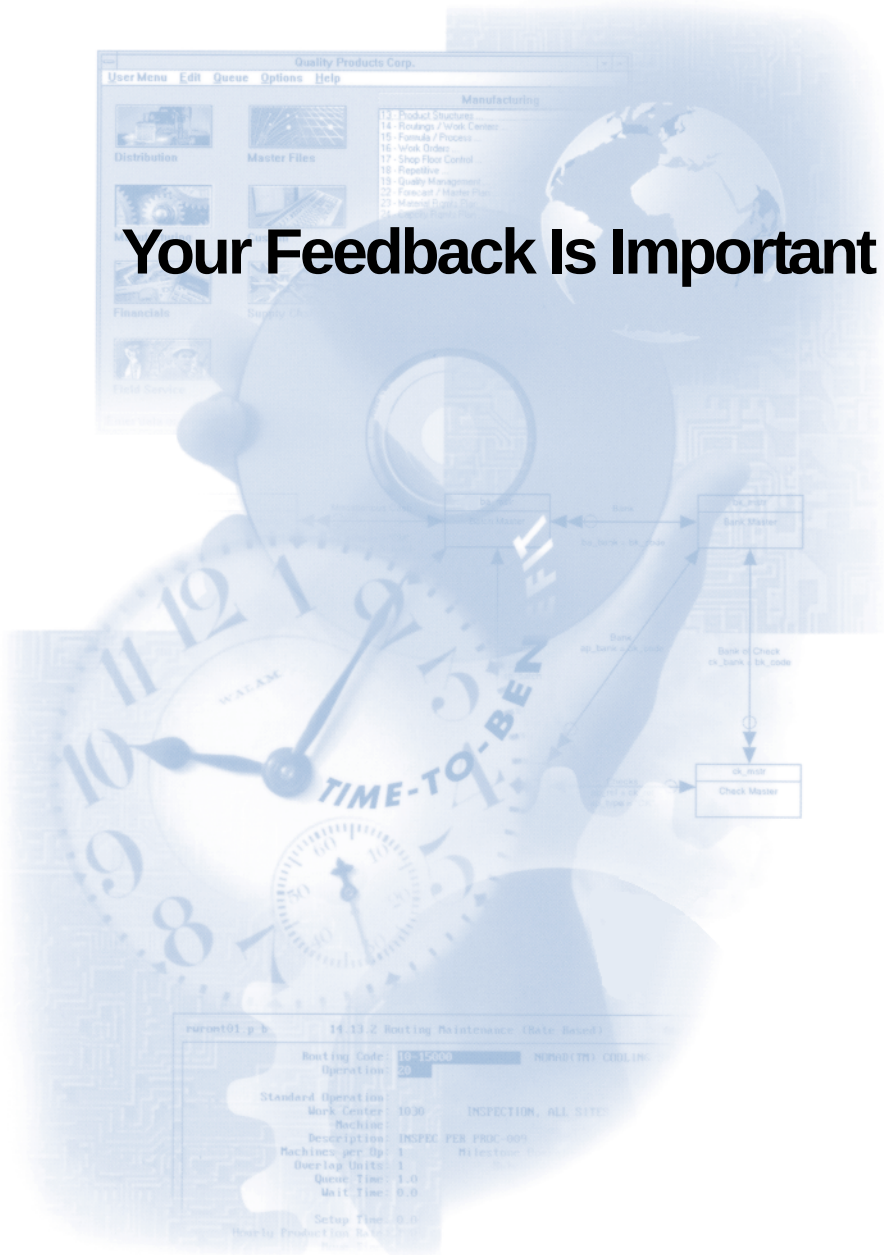
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Training Guide:	<u>Customer Schedules</u>
Item number:	<u>70-2796A</u>

How would you rate the quality of this training guide?

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Ease of use: ☐ Excellent ☐ Good ☐ Fair

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