



# Infor System21 Enterprise Orders

Product Guide

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# Contents

<b>About this guide .....</b>	<b>9</b>
Intended audience .....	9
Related documents .....	9
Contacting Infor .....	9
<b>Chapter 1   Module Overview .....</b>	<b>11</b>
Introduction .....	11
Application Set Up Data.....	12
Second Level Sourcing.....	13
Supply Chains .....	13
Changing the Sales Order in the Sales Company .....	14
Whole Order Changes .....	14
Sales line quantity change .....	16
Amend sales order due date .....	17
Add new sales line .....	18
Source outstanding quantity .....	18
Supply Chain not built.....	18
Changing the Purchase Order in the Sales Company .....	19
Changing the Supply Order in the Supply Company .....	19
Manual Allocation .....	20
Picking Note Printing .....	20
Sourcing and Configuration.....	21
Deliveries .....	24
Trading Price Synchronisation.....	25
Miscellaneous Invoices and Credits.....	26
Picking Note Printing.....	27
Picking Time Fence.....	27
Supply Company Orders.....	28

Enterprise Replenishment Orders .....	29
Containers .....	29
Enquiries .....	29
Reports .....	31
<b>Chapter 2 Enterprise Maintenance .....</b>	<b>33</b>
Enterprise Maintenance Introduction .....	33
Associated Applications .....	33
Implementation Considerations .....	33
Enterprise Company and Relationship Maintenance [30/EOM] .....	34
Enterprise Company Maintenance Window .....	34
Company Selection Pop-up .....	35
Company Type Maintenance Window .....	36
Enterprise Relationship Maintenance Window .....	37
Add/Amend Enterprise Trading Relationship Pop-up .....	38
Purchase Management Item Supplier Profile [3/PMM] .....	40
Item Supplier Profile Maintenance Window .....	40
Accounts Payable Company Profile [3/ASCO] .....	41
Accounts Payable Company Profile Maintenance Window .....	41
<b>Chapter 3 Enterprise Processing .....</b>	<b>43</b>
Introducing Enterprise Processing .....	43
Enterprise Trading Prices .....	43
Enterprise Price Transfer [15/EOP] .....	44
Enterprise Price Transfer Selection Window .....	45
Maintain Enterprise Price Transfer Events Window .....	46
Add Item for Pricing Transfer Pop-up .....	47
Enterprise Miscellaneous Credit Notes [25/EOP] .....	47
Enterprise Credit Notes with Stock Update Customer Selection Window .....	47
Enterprise Credit Notes with Stock Update Header Window .....	48
Enterprise Supplier Selection Pop-Up .....	51
Stockroom Selection Pop-Up .....	51
Enterprise Credit Notes with Stock Update Detail Window .....	52
Enterprise Credit Note with Stock Update Item Master Scan Detail Popup .....	55
Container Generation Override Pop-up .....	56
Add Container Pop-up .....	56
Enterprise Credit Notes with Stock Update Confirmation Window .....	57

---

Pricing Detail Enquiry Window .....	58
Enterprise Credit Notes with Stock Update Trailer Window .....	58
Enterprise Miscellaneous Invoices [26/EOP] .....	60
Enterprise Miscellaneous Invoicing with Stock Update Customer Selection Window .....	60
Enterprise Miscellaneous Invoicing with Stock Update Header Window .....	61
Enterprise Supplier Selection Pop-Up .....	64
Stockroom Selection Pop-Up .....	64
Enterprise Miscellaneous Invoicing with Stock Update Detail Window .....	65
Enterprise Invoice with Stock Update Item Master Scan Detail Popup .....	68
Enterprise Miscellaneous Invoicing with Stock Update Confirmation Window .....	69
Pricing Detail Enquiry Window .....	70
Enterprise Miscellaneous Invoicing with Stock Update Trailer Window .....	70
<b>Chapter 4 Enterprise Enquiries .....</b>	<b>73</b>
Introduction to Enterprise Enquiries .....	73
Supply Chain Enquiry [1/EOE] .....	73
Supply Chain Enquiry Selection Window .....	74
Sales/Purchase Order Line Selection Pop-up .....	74
Invoice/Credit Note Line Selection Pop-up .....	75
Consolidated Invoice Selection Pop-up .....	76
Supply Chain Enquiry Window .....	77
Order Line Enquiry Window .....	79
Sales Order Line Basics Enquiry Pop-up .....	80
Reservations Enquiry Pop-up .....	80
Despatch Notes Enquiry Selection Pop-up .....	81
Sales Invoice Enquiry Window .....	82
Sales Order Acknowledgement Trigger Enquiry Pop-up .....	82
Purchase Order Line Enquiry Window .....	83
Purchase Order Line Basics Enquiry Pop-up .....	84
Requisition Line Enquiry Pop-up .....	84
Advice Note Selection Pop-up .....	86
Purchase Invoice Enquiry Window .....	87
Sales Order Enquiry – Sales [1/OEE] .....	87
Whole Order Enquiry Window .....	87
Sales Order Enquiry – Purchasing [13/PMP] .....	88
Purchase Order Enquiry Window .....	88
All Stockrooms for an Item Enquiry [5/INE] .....	88
All Stockrooms for an Item Enquiry Selection Window .....	88

---

All Stockrooms Enterprise Wide Enquiry Window .....	89
Item/Stockroom Enquiry Window .....	90
Stock Availability Enquiry Window.....	90
<b>Chapter 5   Enterprise Reports.....</b>	<b>93</b>
Enterprise Reports Introduction .....	93
Order Acknowledgements [1/OER].....	93
Sales Order Print/Reprint Selection Window .....	94
Acknowledgements Modified/Cancelled Orders Print Window .....	95
Multiple Acknowledgements Triggers Exist Pop-up.....	97
<b>Chapter 6   Enterprise Utilities .....</b>	<b>99</b>
Supply Order Reconciliation [1/EOU] .....	99
Reservation Reconciliation (No Update) [2/EOU] .....	99
Reservation Reconciliation (with Update) [3/EOU].....	100
Invoice Reconciliation [4/EOU] .....	100
Supply Chain Suspended Orders Report [5/EOU] .....	101
Meta-data Installation [10/EOU].....	101
Inventory Reference Numbers .....	101
Inventory Descriptions .....	102
Inventory Processing Profiles .....	102
Enterprise Meta Data Creation Window .....	102
Supply Points [85/OMU] .....	103
Add/Amend a Demand Matrix Entry Pop-up.....	103
Supply Rules and Policies [86/OMU] .....	104
Sourcing Point - Add/Amend Pop-up .....	104
Supply Policy - Add/Amend Pop-up.....	105
<b>Chapter 7   Enterprise Active Processes .....</b>	<b>107</b>
Overview.....	107
EO1 Order Placement and Maintenance .....	109
EO1.1 Create Enterprise Supply Chain.....	110
EO1.2 Add to Enterprise Supply Chain .....	112
EO2 Order Delivery .....	113
EO3 Invoicing .....	116
EO3.2 Purchase Invoice Processing .....	118
EO4 Credit Note Processing .....	119

<b>Appendix A</b>	<b>Glossary.....</b>	<b>123</b>
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## About this guide

The purpose of this document is to describe the functions that can be used within the [Enterprise Orders](#) Module.

## Intended audience

The guide is intended for any users of the EO Enterprise Orders business module.

## Related documents

You can find the documents in the product documentation section of the Infor Support Portal, as described in "Contacting Infor" on page 9.

## Contacting Infor

If you have questions about Infor products, go to Infor Concierge at <https://concierge.infor.com/> and create a support incident.

The latest documentation is available from [docs.infor.com](https://docs.infor.com) or from the Infor Support Portal. To access documentation on the Infor Support Portal, select **Search > Browse Documentation**. We recommend that you check this portal periodically for updated documentation.

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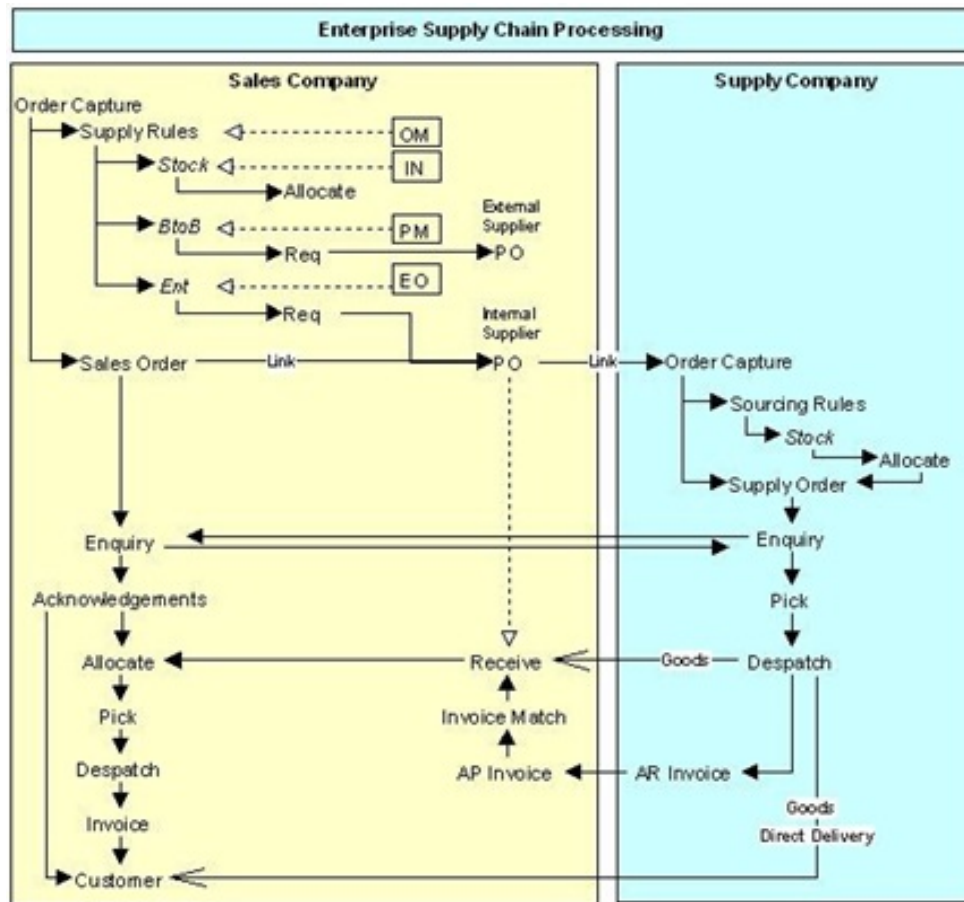
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## Chapter 1 Module Overview

### Introduction

The key feature of the [Enterprise](#) Supply process is the linking of demand and [supply orders](#) across companies. Having associated these orders with a [supply chain](#), that relationship is then utilised to streamline the cross-company activities and automate the inter-company accounting.

An overview of this process is shown in the diagram that follows:



## Application Set Up Data

There are some basic rules regarding creation and maintenance where the chains are concerned:

- Orders belong, in the main, to the company in which they reside.
- Details such as text are replicated at chain creation time but thereafter become the property of the owning company. Therefore, they are maintained independently of any other chain links.
- Some changes are restricted/inhibited to preserve the integrity of the chain.
- Some details are replicated throughout the chain automatically
- Some chain elements are deleted and re-created as a result of changes.

## Second Level Sourcing

A constraint of the current [Enterprise supply chain](#) is that the chain can only be two companies in depth. In other words, an [enterprise supply company](#) cannot itself be supplied from another [enterprise supply company](#).

Level 1 [sourcing](#) in a company is the [sourcing](#) of standard demand, that is, standard [sales orders](#) originating in that company, and identified in the supply rules by a standard [demand type](#). In that company, a [sales company](#), when [sourcing](#) is by an [Enterprise](#) supply method it will generate a [supply order](#) in a [supply company](#) and give that [supply order](#) a special [Enterprise demand type](#).

In the [supply company](#), the [Enterprise demand type](#) allows these [supply orders](#) to be distinguished from any standard [sales orders](#) raised in that company. Therefore, separate [sourcing](#) rules can be established to source these different types of demand.

To prevent this [Enterprise demand](#) from being subsequently sourced by a further [Enterprise](#) supply method, two additional validation controls are imposed in the Supply Rules Maintenance.

## Supply Chains

An [Enterprise Supply chain](#) actually comprises of two, three or even four orders.

The most common is the three order chain which starts with a sales (demand) order, is sourced and is supplied by a [purchase order](#) that transfers and reserves the demand against another company in the [Enterprise](#). The second sales or [supply order](#) completes the [supply chain](#), as the [Enterprise](#) customer is actually the [sales company](#) as defined in the supplying company. All goods are physically bought and sold as they transfer between companies.

It is possible for an [Enterprise Purchase Order](#) (ERO) to begin a [supply chain](#) and for a [purchase order](#) (local PO) to be at the very end of a chain too. These are the two-link and four-link chain scenarios.

So far as the creation and maintenance of the chains is concerned, there are some basic rules:

- Orders belong in the main to the company in which they reside.
- Details such as text are replicated at chain creation time but thereafter become the property of the owning company. Therefore they are maintained independently of any other chain links.
- Some changes are restricted/inhibited to preserve the integrity of the chain.
- Some details are replicated throughout the chain automatically.
- Some chain elements are deleted and re-created as a result of changes.

Historically the decision to source from within the [Enterprise](#) was disconnected and did not consider [supply company sourcing](#), i.e. based on [sales company sourcing](#) rules, the decision to source from the [enterprise](#) was based purely on item [enterprise](#) supplier lead-time or cost. The [supply chain](#) was then built after [sales order](#) confirmation via a work management process and included a commerce platform document handler to complete the process. Amendments to the [supply chain](#) were restricted to decreasing the quantity down the chain, cancelling the [supply chain](#) or amendment the due and ship dates down the chain. A quantity increase in the [supply chain](#) was not permitted, to

increase sales demand required additional [sales order](#) lines to be added that resulted in new [supply chains](#).

**Note:** The above applies to versions prior to Aurora 2.3

The decision to source within the [Enterprise](#) is now connected. The [sales order sourcing](#) rules identify places and sequence of [sourcing](#), additionally at the time of recording the [sales order](#) demand, the system executes [sourcing](#) in the [supply company](#). If [sourcing](#) is successful in the [supply company](#), then [sales company sourcing](#) is successful. Any [sourcing](#) decisions based on lead-time or cost are based on actual [supply order](#) lead-times or costs.

The following amendments to the [supply chain](#) are permitted; decrease in [supply chain](#) quantity, increase in [sales order](#) line quantity and amendment to the due and ship dates.

Where additional sales demand requires additional [supply chain](#) requirements, these requirements will be added to the existing [supply chain](#).

A restriction exists in that once a [supply chain](#) is complete, additional sales requirements cannot be added, in effect once the [supply order](#) is complete, the [sales order](#) is complete.

The following sections describe the rules for maintenance and changes relating to [Enterprise](#) chains that are in effect over and above those that Order Capture and generic System21 Aurora apply to non-[Enterprise](#) scenarios.

Special rules apply to amending a customer's [sales order](#) when a line is being sourced by an [Enterprise](#) supply, the current state of both the [sales order](#) and the [supply order](#) dictating what can and cannot be changed.

The following relates to [Enterprise](#) supplies only. There are similar rules for local stock and buy-to-order supplies, but they are not detailed here.

## Changing the Sales Order in the Sales Company

### Whole Order Changes

Event	Validation	Effect on Supply Chain
Order now becomes suspended	If suspension code permits <a href="#">supply chains</a>	<a href="#">Supply chains</a> are retained.
	If suspension code does Not permit <a href="#">supply chains</a>	<a href="#">Supply chains</a> are deleted, except for those lines that are active. (For exact rules, see the Decrease Line Quantity section below.)
Order no longer suspended	If previous suspension permitted <a href="#">supply chains</a>	<a href="#">Supply chains</a> may have already been built.

Event	Validation	Effect on Supply Chain
	If previous suspension did not permit <a href="#">supply chains</a>	<a href="#">Supply chains</a> are now built if <a href="#">sourcing</a> is successful.
Order still suspended	If new suspension code permits <a href="#">supply chains</a> and previous suspension also permitted <a href="#">supply chains</a>	No change is made to the <a href="#">supply chains</a> .
	If new suspension code permits <a href="#">supply chains</a> , and previous suspension did not permit <a href="#">supply chains</a>	<a href="#">Supply chains</a> are now built for lines that have been sourced.
	If new suspension code does not permit <a href="#">supply chains</a> and previous suspension permitted <a href="#">supply chains</a>	<a href="#">Supply chains</a> are deleted, except for those lines that are active. (For exact rules, see the Decrease Line Quantity section below.)
	If new suspension code does not permit <a href="#">supply chains</a> , and previous suspension did not permit <a href="#">supply chains</a>	No change is made.
Add address override	No restriction	No address changes are passed to the <a href="#">purchase order</a> or <a href="#">supply order</a> .
Change address override	No restriction	No address changes are passed to the <a href="#">purchase order</a> or <a href="#">supply order</a> .
Add text	No restriction	No text changes are passed to the <a href="#">purchase order</a> or <a href="#">supply order</a> .
Change text	No restriction	No text changes are passed to the <a href="#">purchase order</a> or <a href="#">supply order</a> .
Delete text	No restriction	No text changes are passed to the <a href="#">purchase order</a> or <a href="#">supply order</a> .
Change payment details	No restriction	No changes are relevant to the <a href="#">supply chain</a> .
Change shipment control method	Can be changed	Changes are passed through all <a href="#">supply chains</a> to <a href="#">supply orders</a>

Event	Validation	Effect on Supply Chain
Change order header overrides	No restriction	No changes are relevant to the <a href="#">supply chain</a> .
Change sundry charges	No restriction	No changes are relevant to the <a href="#">supply chain</a> .

Prior versions supported the amendment of the [supply chain](#) for a quantity decrease or a change of customer [due date](#) or new [sales order](#) line. A requirement for an increase in quantity resulted in multiple [sales order](#) lines (that could be on the same order), however new sales lines always resulted in new [supply orders](#) and new [supply chains](#). That solution made [supply chain](#) visibility difficult.

The current solution now permits a [sales order](#) line increase, which results in a new [supply order](#) line on existing [supply orders](#), this improves [supply chain](#) visibility. The sections below describe the behaviour for change, new and delete for [sales orders](#).

## Sales line quantity change

A [sales order](#) line that is supplied via an [Enterprise supply chain](#) can record a change in item requirement, i.e. can increase or decrease the order line quantity:

Action Required	Condition	Changes to Sales Order	Change to Supply Order
Increase quantity	<a href="#">Sales order</a> line outstanding	Increases line quantity	Adds line for additional quantity to existing <a href="#">supply order</a> . Creates extra INP71 link
Increase quantity	<a href="#">Sales order</a> line complete	No change allowed to line. Manually add an additional line	Adds new line to existing <a href="#">supply order</a>
Decrease quantity	<a href="#">Sales order</a> line complete or <a href="#">Supply order</a> complete	No change allowed	
Decrease quantity	If the line is not sourced, any decrease is allowed.		There is no <a href="#">supply chain</a> to amend.
	If sourced from local stock, decrease is allowed down to level On Pick or Despatched.	The <a href="#">sales order</a> may be de-allocated	There is no <a href="#">supply chain</a> to amend.
	If sourced at <a href="#">supply company</a> by <a href="#">back-to-back purchase order</a> , decrease is not allowed.		



Action Required	Condition	Changes to Sales Order	Change to Supply Order
	If sourced at <a href="#">supply company</a> by back-to- back but still as a requisition, decrease is allowed.	Quantity decreased	The <a href="#">supply chain</a> is decreased and the line re-sourced
	If sourced from <a href="#">Enterprise</a> stock, decrease is allowed down to level On Pick or Despatched on <a href="#">supply order</a> .	Quantity decreased	The <a href="#">supply chain</a> is decreased.
	If <a href="#">Enterprise</a> supply has been received at <a href="#">sales company</a> , decrease is allowed down to level On Pick or Despatched on <a href="#">sales order</a> .	Quantity decreased	The <a href="#">supply chain</a> is decreased.
	If <a href="#">Supply order</a> has any reservations against local <a href="#">purchase order</a> then decreases are not permitted beyond those reservations.	Quantity decreased	The <a href="#">supply chain</a> is decreased.
Decrease quantity to zero	Same validation as other quantity decrease	The sales, purchase, and <a href="#">supply order</a> lines are cancelled	The sales, purchase, and <a href="#">supply order</a> lines are cancelled
Change unit of measure	All conditions	Not allowed	

## Amend sales order due date

A sales line [due date](#) can be amended if permitted:

Action Required	Condition	Changes to Sales Order	Change to Supply Order
Change <a href="#">due date</a>	<a href="#">Sales order</a> line outstanding	Changes <a href="#">due date</a>	No change to <a href="#">due date</a> (depending on date rule)
Change <a href="#">due date</a>	<a href="#">Sales order</a> line complete	No change allowed to line	

**Note:** The default setting for the date rule is no change in [supply order](#) date. This setting can be switched to change the date via the Order Capture configuration options. See *Order Capture Installation and Administration Guide* for details on its configuration.

## Add new sales line

A new [sales order](#) must either add to the existing [supply chain](#) or create a new chain if permitted:

Action Required	Condition	Changes to Sales Order	Change to Supply Order
Add new line	<a href="#">Sales order</a> outstanding and <a href="#">Supply order</a> outstanding	Adds line	Adds line to existing <a href="#">supply order</a>
Add new line	<a href="#">Sales order</a> outstanding and <a href="#">Supply order</a> complete	Manually raise an additional order	New <a href="#">supply order</a> created
Add new line	<a href="#">Sales order</a> outstanding and New <a href="#">supply order</a> required	Adds line	New <a href="#">supply order</a> created

## Source outstanding quantity

An outstanding quantity can be sourced by an [enterprise supply chain](#) if permitted:

Action Required	Condition	Changes to Sales Order	Change to Supply Order
Source previously unsourced quantity	<a href="#">Supply order</a> outstanding	Sources the line	Adds line to existing <a href="#">supply order</a>
Source previously unsourced quantity	<a href="#">Supply order</a> complete	Line cannot be sourced Manually move demand to an additional <a href="#">sales order</a>	New <a href="#">supply order</a> created
Source previously unsourced quantity	No previous <a href="#">supply order</a>	Sources the line	New <a href="#">supply order</a> created

## Supply Chain not built

If a [supply chain](#) is not processed or failed, amendment to the sales is not permitted:

Action Required	Condition	Changes to Sales Order	Change to Supply Order
Add new sales line	<a href="#">Sales order</a> outstanding and <a href="#">supply chain</a> not built	Cannot add line	
Source outstanding quantity	<a href="#">Sales order</a> outstanding and <a href="#">supply chain</a> not built	<a href="#">Enterprise sourcing</a> ignored – continue <a href="#">sourcing</a>	
Increase quantity	<a href="#">Sales order</a> outstanding and <a href="#">supply chain</a> built	Cannot increase quantity	
Decrease quantity	<a href="#">Sales order</a> outstanding and <a href="#">supply chain</a> built	Cannot decrease quantity	
Change <a href="#">due date</a>	<a href="#">Sales order</a> outstanding and <a href="#">supply chain</a> built	Cannot change <a href="#">due date</a>	

## Changing the Purchase Order in the Sales Company

Event	Validation	Effect on Supply chain
Any change	No change is allowed to the <a href="#">purchase order</a> .	

## Changing the Supply Order in the Supply Company

The following rules relate to amending a [supply order](#) in a [supply company](#) where that order is the source of supply to internal demand. The [supply chain](#) will have a link from this [supply order](#) via a sales companies' [purchase order](#), to the original customer's [sales order](#). These rules apply to the manual process of changing amending a [supply order](#) in order capture.

### General rules

The usual restrictions apply when amending an order, i.e. pick and dispatch checks against the order in this company.

Event	Validation	Effect on Supply chain
Add lines	Not allowed	
Delete lines	Not allowed	
Increase quantity	Allowed	
Decrease quantity	Not allowed	

Event	Validation	Effect on Supply chain
Change <a href="#">due date</a>	Allowed	

**Note:** The [supply company](#) can despatch more than requested and the excess can be received against the [purchase order](#) in the [sales company](#). Being a [back-to-back](#) to the [sales company's sales order](#), the excess will not be reserved but booked into the receiving stockroom as available stock.

## Manual Allocation

If a [sales order](#) has not been sourced, or [sourcing](#) determined that an order line should be left outstanding, it is possible to use Manual Allocation to allocate local stock. Once allocated, the order line would be excluded from any subsequent attempt to source the line.

This applies to both sales and [supply orders](#) in any company.

**Note:** This activity is not in an active Work Management process.

## Picking Note Printing

In an [Enterprise](#) environment, there are differences to the way in which picking notes operate.

### Picking Time Fence

Picking notes can be produced as usual by order selection, or by date, using the entered lead time as a picking time fence.

If order selection, is used all shippable lines (i.e. those allocated) will be shown on the note. This is generic function and has not changed for [Enterprise](#).

The picking time fence logic only comes into play if the selection is not by order:

- For orders entered via Order Capture, including [Enterprise orders](#):
  - The [due date](#) on the [sales order](#) line is the customer's required receiving date.
  - A ship date is calculated using the shipping days for the service level on the order, as a number of days prior to the [due date](#).
  - If the ship date is inside the time fence (that is, the ship date is less than or equal the system date plus the picking time fence days), shippable lines appear on a note at that time.
- For orders not entered by Order Capture, and therefore non-[Enterprise orders](#), the logic is unchanged:
  - The [due date](#) on the [sales order](#) line is assumed to be the ship date (i.e. the system assumes zero days from door to customer). Ship date is a theoretical date.
  - If the ship date is less than or equal the system date plus the picking time fence days, shippable lines appear on a note.

### [Supply Company](#) Orders

In a [supply company](#), there are specific differences that apply to the process and subsequent printing of picking notes for a [supply order](#). They relate to the following areas:

- Suspended order checks
- Customer details printed on the pick note for direct deliveries

The process additionally views the [supply chain](#) and retrieves details of the external customer if there is one.

If the [sales order](#) in the [sales company](#) is suspended but the suspension code was set to allow allocation, and therefore [sourcing](#), the [supply order](#) will have been created and the [supply chain](#) completed. When the [supply order](#) gets to this point in the picking process, it will not only check whether this [supply order](#) is suspended, but will also check whether the destination [sales order](#) is perhaps suspended. The [supply order](#) may not be picked if either of these orders in the [supply chain](#) is suspended. The Picking Control report identifies these suspended orders and the reasons for suspending of delivery.

The concept is to apply the controls at the last available point in the chain. Therefore onward shipping orders will be picked and forwarded to the [sales company](#) but direct deliveries will not be picked.

For direct deliveries of [Enterprise supply orders](#), the external customer's name and address is printed on the [supply order's](#) picking note, thus identifying the target for this despatch.

**Note:** If [sales company](#) address or order overrides are in place at this time, the latest [sales company](#) data will be utilised by picking.

### [Sales Company](#) Orders

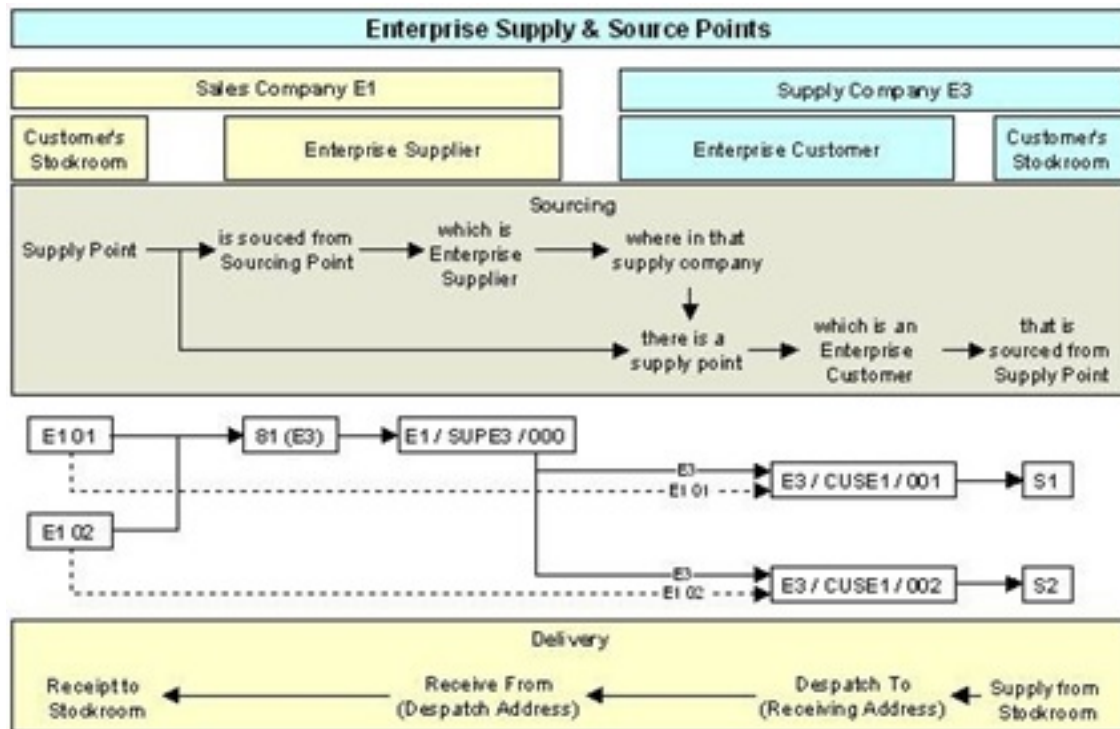
In the [sales company](#), the printing of picking notes for an order that has been sourced from an internal [Enterprise](#) supplier is treated and processed in the same way as that for an order being sourced from an external supplier, that is, the same as a [back-to-back](#) buy-to-order.

- Allocation is automatic on receipt of the associated [back-to-back's purchase order](#).
- The order cannot be picked if the order is suspended.
- For direct deliveries, the picking process is superfluous and therefore bypassed.

**Note:** This activity is not in an active Work Management process. It commonly succeeds Batch Allocation, which will have locked [sales orders](#) during the allocation run, but does not retain locks on those orders during the [supply order](#) build. There is therefore no restriction on running picking for those [sales orders](#) once allocation has finished.

## Sourcing and Configuration

The diagram that follows shows how points of source and supply in the [Enterprise](#) are related. The Functional Detail section of this document then goes on to describe the way in which this data is established and maintained.



In the diagram above and the example diagrams below, there are three examples of [Enterprise](#) relationship which demonstrate the way in which the [Enterprise sourcing](#) is used to derive the appropriate [supply company](#) and identify the initial [supply point](#) in that [supply company](#).

- The [sales company](#) is E1.
- In the [sales company](#), there are only two stockrooms ([supply points](#)): 01 and 02.
- There are two supply companies: E2 and E3.
- The supplier codes have been coded to represent the supply companies
- [Sourcing points](#) represent the supplier and sequence. Note that these are not stockroom codes and have to be unique within the [sales company](#).
- The customer codes have been coded to represent the [sales company](#) and [supply point](#).

### First Example

In the first example (above), the two [supply points](#) 01 and 02 are significantly different in nature, geography, or identification in some way, so that it is preferable for the [supply company](#) to deliver to separate or nominated places, i.e. the receiving stockrooms.

The only source of supply is from company E3, which is represented by the supplier SUPE3. As that [supply company](#) is identified by a single [sourcing point](#), only a single delivery address sequence, 000, is needed - the address from which the delivery is expected.

A [sourcing point](#) code is allocated to represent that [supply company](#), a code that is unique within the [sales company](#). In this example it is 81. It is not a stockroom. This [sourcing point](#) code is held in the [Enterprise](#) Supplier file along with the [supply company](#) that it represents. The [sourcing](#) process will subsequently use this relationship to derive the correct supplier for the [sourcing point](#).

The [purchase order](#) raised against this internal supplier will have a receiving stockroom of 01 or 02 as dictated by the required [supply point](#). Note that the [sourcing point](#) code does not alter this in any way.

The [supply company](#), E3, may delivery to a number of sales companies, so the customer code has been coded to represent this demand company, i.e. CUSE1. As multiple delivery points to company E1 are required, the delivery sequences 001 and 002 are used to represent those receiving stockrooms 01 and 02.

An [Enterprise](#) Customer file records these nominated customer codes and the [supply points](#) that they represent. The [sourcing](#) process will subsequently use this relationship to derive the correct customer for the [supply point](#).

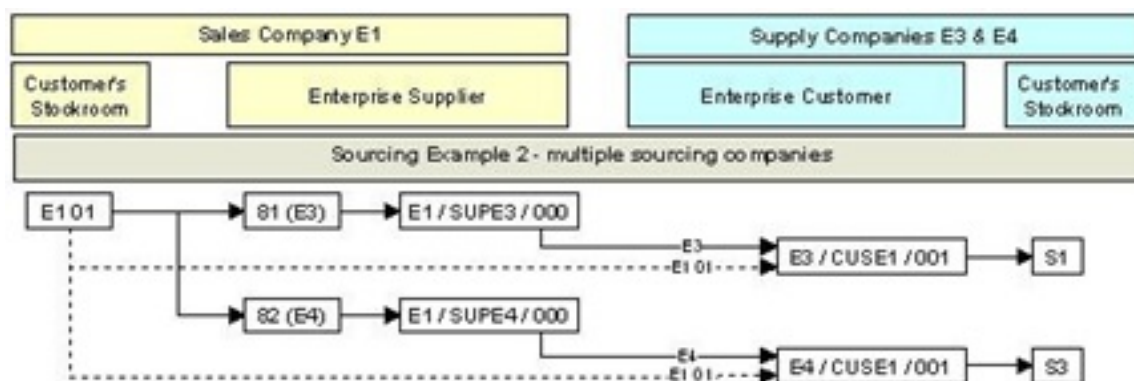
When the [supply order](#) is created in company E3 for customer CUSE1/001, that customer's default stockroom, S1, is, as usual, the starting [supply point](#) for [sourcing](#) in that company. Similarly, an order raised against CUSE1/002 will start [sourcing](#) from its default stockroom, in this case S2.

The [Enterprise](#) Company Relationship is built for the basic relationship between this [sales company](#) (CUSE1) and the [supply company](#) (SUPE3), although with two supplier/customer pairs representing the single supplier to two delivery points.

When that [supply order](#) is delivered, it is shipped to the customer's delivery address which represents the [supply points](#) 01 and 02 in company E1.

When the goods are received in E1, they are booked to the receiving stockroom on the [purchase order](#), and so are booked to 01 or 02 accordingly.

## Second Example



In this second example, there is only the single [supply point](#) (01) but there are multiple supply rules, which identify multiple [sourcing points](#). In this case, these supply rules identify different supply companies, E3 and E4.

To identify these different sources, each [sourcing point](#) (81 and 82) has its linked supplier account to name the remote supply companies E3 and E4 respectively.

Each [supply company](#) (E3 and E4) has a customer code to represent the [sales company](#) E1. For consistency, the customer codes are the same in this example. Because there is only a single receiving point in the [sales company](#), the two customer accounts will have the same delivery address, the address of the receiving stockroom 01.

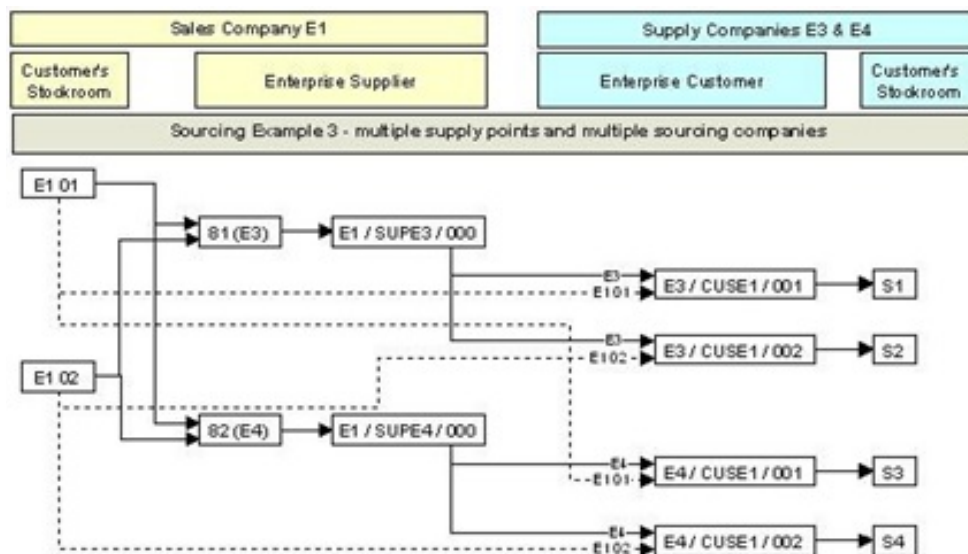


The default stockroom for each of these customers is whichever demand stockroom is appropriate for that company's supply rules.

The [purchase orders](#) will also receive to stockroom 01.

The [Enterprise](#) Company Relationships are built for the basic relationships between the [sales company](#) CUSE1 and the two supply companies SUPE3 and SUPE4; in this case, there is only the single delivery point so there are two supplier/customer pairs, representing the two suppliers for a single delivery point.

### Third Example



The third example is a combination of the earlier two examples, where both supply companies can source both demand [supply points](#).

Therefore, in each [supply company](#), E3 and E4, there are two customers to represent the two receiving points.

The [Enterprise](#) Company Relationships are built for the basic relationships between the [sales company](#) CUSE1 and the two supply companies SUPE3 and SUPE4; in this case, both suppliers can delivery to both delivery points, so there are four supplier/customer pairs.

## Deliveries

There are differences when receiving an [enterprise](#) delivery.

Details of shipments are stored at confirmation of despatch. The Goods Receiving process then detects the selection of an [Enterprise purchase order](#) for receipt and activates additional validation and some different, but simpler and more efficient, behaviour.

- Goods cannot be received before they have been despatched by the [sales company](#).



- Receipts must be made using the [supply company's](#) advice note reference. This has a prompt facility and is the key to the in-transit details.
- As all of the details, including any lot, batch and serial type data, are stored, a single key receiving is possible, thus reducing input needs and potentially errors also.
- Once received, despatch details are removed from the in-transit state.

**Note:** As the [sales order](#) in the [supply company](#) may now be complete there is no [Enterprise](#) support for [purchase order](#) returns and adjustments.

For invoices that relate to an inter-company supply, this invoicing process will automatically generate an equivalent purchase invoice in the [sales company](#). That invoice log entry in Accounts Payable is then available for Invoice Matching once the goods have been received.

For all credit notes, in either a [sales company](#) or a [supply company](#), the credit note is recorded as processed and the work management control of the document is complete.

## Trading Price Synchronisation

For [Enterprise](#) supplies, a function assists in the synchronisation of the buying price in the [sales company](#) with the selling price in the [supply company](#).

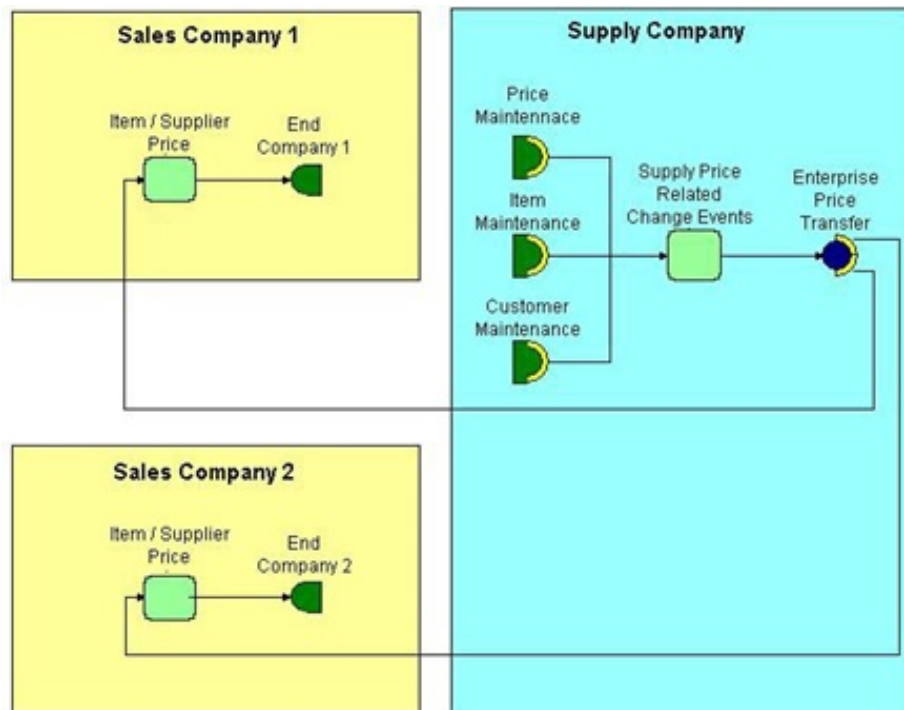
In a [sales company](#) that buys from an [Enterprise](#) supplier, there must be an item/supplier profile for each item bought from that supplier. Similarly, in the [supply company](#) that sells to that [Enterprise](#) customer there must be a sales price for each item sold to that customer. In normal circumstances, these two prices would be identical.

The Global Item Maintenance (GIM) function assists with item equivalence by ensuring that item definitions are the same in both companies. When taking item details from the [supply company](#) to a [sales company](#), it will also build an initial item/supplier profile in that [sales company](#) with the selling price, thus fixing an initial trading price.

**Note:** The initial item/supplier profiles are only built by GIM for items that match the appropriate item attributes. There also has to be a valid sales price in that source company. This allows for item definitions to be replicated from any company, but for the building of item/supplier profiles only for supplying companies that have been established with an appropriate sales price list.

Having built an initial buying price equivalent to the selling price, this Trading Price Synchronisation function then allows those prices to be kept in line.

This is achieved by identifying any event in the [supply company](#) that might have an effect on the derivation of a selling price, and then, on user selection, forcing the latest selling price into the buying company.



## Miscellaneous Invoices and Credits

In this function, an [Enterprise sales company](#) may issue a sales invoice to an external customer (there being no [sales order](#)). During the creation of the invoice, stock in the designated [supply company](#) is allocated. In turn an invoice is automatically created in the [Enterprise supply company](#), at which point the stock balances are adjusted and stock movements written.

Similarly, the [Enterprise sales company](#) may generate a credit note for an external customer with a corresponding credit note created in the [supply company](#). Stock movements and balance changes show the stock returned.

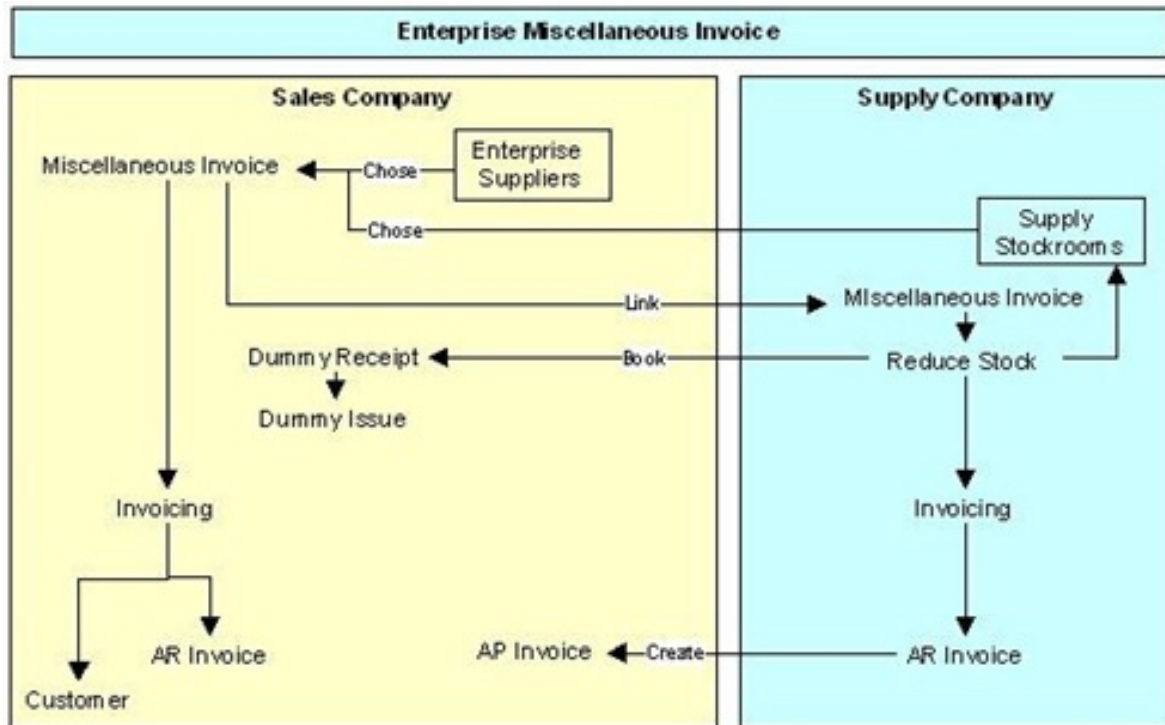
The function generally operates in a way that is similar to standard Miscellaneous Invoicing with Stock Update. It extends this standard function to the [Enterprise](#) environment but does not replace the standard function which needs to be used for non-[Enterprise](#) business.

Associated containers are included, generated for the items, on a Container window. For a credit based on an invoice, the containers are not derived from the original invoice, but are re-generated.

Empty containers, optional or mandatory (e.g. bottles), may be entered as product lines. This is mainly for the crediting of empty containers returned from a DD customer to the [supply company](#) (or where POD is not used for a non-DD customer).

Container tracking and stock movements are recorded. The containers, if chargeable, are included on the credit note or invoice.

An overview of this process is shown in the diagram that follows:



The process is similar for credit notes, except that the stock bookings are reversed.

## Picking Note Printing

In an [Enterprise](#) environment, there are differences to the way in which picking notes operate.

### Picking Time Fence

Picking notes can be produced as usual by order selection, or by date, using the entered lead time as a picking time fence.

If order selection is used, all shippable lines (i.e. those allocated) will be shown on the note. This is generic function and does not change for [Enterprise](#).

The picking time fence logic only comes into play if the selection is not by order.

For orders entered via Order Capture, including [Enterprise orders](#):

- The [due date](#) on the [sales order](#) line is the customer's required receiving date.
- A ship date is calculated using the shipping days for the service level on the order, as a number of days before the [due date](#).
- If the ship date is inside the time fence, that is, the ship date is less than or equal to the system date plus the picking time fence days, shippable lines appear on a note.

For orders not entered by Order Capture, and therefore non-[Enterprise orders](#), the logic is unchanged:

- The [due date](#) on the [sales order](#) line is assumed to be the ship date (i.e. the system assumes zero days from door to customer). Ship date is a theoretical date.
- If the ship date is less than or equal the system date plus the picking time fence days, shippable lines appear on a note.

## Supply Company Orders

In a [supply company](#), there are specific differences that apply to the process and subsequent printing of picking notes for a [supply order](#). They relate to the following areas:

- Suspended order checks
- Customer details printed on the pick note for direct deliveries

The process additionally views the [supply chain](#) and retrieves details of the external customer, if there is one.

If the [sales order](#) in the [sales company](#) is suspended, but the suspension code was set to allow allocation, and therefore [sourcing](#), the [supply order](#) will have been created and the [supply chain](#) completed. When the [supply order](#) gets to this point in the picking process it will not only check whether this [supply order](#) is suspended, but also check whether the destination [sales order](#) is suspended. The [supply order](#) may not be picked if either of these orders in the [supply chain](#) is suspended. The Picking Control report identifies these suspended orders and the reasons for suspending delivery.

The concept is to apply the controls at the last available point in the chain. Therefore, onward shipping orders will be picked and forwarded to the [sales company](#) but direct deliveries will not be picked.

For direct deliveries of [Enterprise supply orders](#), the external customer's name and address is printed on the [supply order's](#) picking note, thus identifying the target for this despatch.

**Note:** If [sales company](#) address or order overrides are in place at this time, the latest [sales company](#) data will be utilised by picking.

### [Sales Company](#) Orders

In the [sales company](#), the printing of picking notes for an order that has been sourced from an internal [Enterprise](#) supplier is treated and processed in the same way as an order sourced from an external supplier. In other words, it is the same as a [back-to-back](#) buy-to-order.

- Allocation is automatic on receipt of the associated [back-to-back's purchase order](#).
- The order cannot be picked if the order is suspended.
- For direct deliveries, the picking process is superfluous and therefore bypassed.

**Note:** This task is not in an active Work Management process. It commonly succeeds Batch Allocation, which will have locked [sales orders](#) during the allocation run, but does not retain locks on those orders during the [supply order](#) build. There is therefore no restriction on running picking for those [sales orders](#) once allocation has finished.

## Enterprise Replenishment Orders

This provides the ability for the demand or customer facing company to keep buffer or safety stocks and to obtain bulk supply from other [Enterprise](#) companies.

This enables [Enterprise supply chains](#) to be created from [purchase orders](#) that are not themselves dependent upon [sales orders](#). This increases the available supply in the demand company. In all other aspects EROs are processed very much like the POs that form a part of the reactive [supply chain](#).

This is achieved by having additional validation rules for the [Enterprise](#) supplier and automatically creating a [supply chain](#). Replenishments may be initiated from MRP, MPS, DRP, Inventory and Manual Requisitions/[Purchase Orders](#).

## Containers

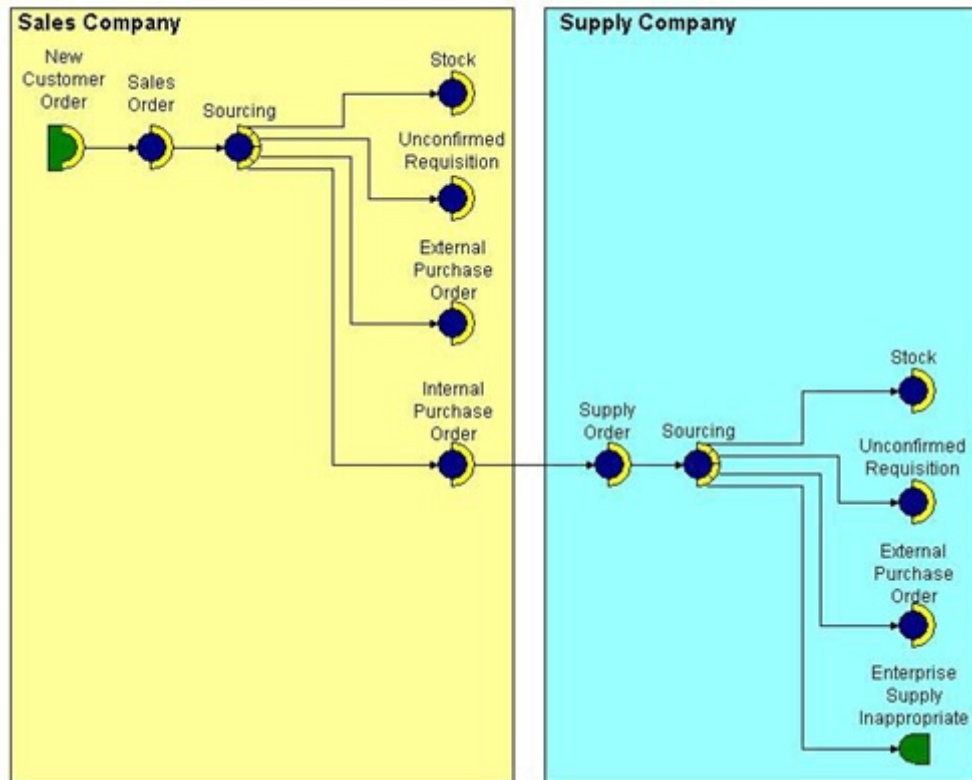
- [Enterprise orders](#), when despatched and invoiced from the [supply company](#), generate in-transit records for all associated containers despatched. Containers are then included on the purchase receipt and the purchase invoice is generated in the [sales company](#).
- On receipt of the [supply order](#) in the [sales company](#), the containers default to those despatched from the [supply company](#).
- For [Enterprise Direct Delivery](#) (DD) orders, the [supply company sales order](#) has containers consistent with the profiles applied to the original [sales order](#).
- Auto Receipt of a [Direct Delivery](#) order in the [sales company](#) results in the chargeable containers despatched being included on the customer invoice.

## Enquiries

An [Enterprise supply chain](#) means a number of linked orders that can span more than one company, this enquiry being the way of viewing this [supply chain](#).

The supply rules used by the [sourcing](#) process in [sales order](#) Entry determine the method of supply, which in turn determines the structure of the [supply chain](#) and therefore the number of linked orders in this chain.

The scope and types of [supply chain](#) is shown in the diagram that follows:



The enquiries in the [Enterprise](#) application allow a multi-layer view of the [supply chain](#). The scope will be determined by the content of the particular [supply chain](#).

In all cases, it offers these key features:

- It allows access via any of the orders in the [supply chain](#), in any of the [enterprise](#) companies.
- Alternatively, invoice or credit note numbers can be used to find the orders.
- It shows all the related orders in the [supply chain](#).
- Drill-down options show the standard enquiry windows.
- Access is via an [Enterprise](#) menu option or from the standard order enquiries.

The [supply chains](#) are preserved once they are complete, so it is possible to enquire on historical orders.

The standard Inventory enquiry that allows you to view all the stocks for an item has an additional feature when running in an [Enterprise](#) environment: it allows visibility of stock balances in other companies in the [Enterprise](#).

## Reports

There are no specific [Enterprise](#) reports. However, when [Enterprise](#) is active in a company, significant changes to a [sales order](#) are recorded and those changes can optionally be printed on the [sales order](#) acknowledgement.

The logging of change events on a [sales order](#) is only activated when operating in an [Enterprise](#) environment if the company is established as an active sales or [supply company](#). These events are then subsequently seen in the [Sales Order](#) Acknowledgement task to allow customer service personnel to decide whether a revised order acknowledgement should be sent to the customer.

Although a number of change events are recorded, you can choose which are significant to the installation or business and ought to be reported.





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## Chapter 2 Enterprise Maintenance

### Enterprise Maintenance Introduction

You use [Enterprise's](#) maintenance tasks to create and amend the master files and parameters that are fundamental to its operation.

### Associated Applications

Inventory Management is a pre-requisite for all Customer Service, Logistics and Production applications. In a full implementation, Inventory Management provides both basic data definition and transaction control for these applications.

### Implementation Considerations

Before you start to use Inventory, you need to consider the following questions:

- Which other applications do you plan to install?
- How many companies do you need to set up within Inventory?
- How do you want Inventory to fulfil the information requirements for these applications?
- Will you use Inventory or the other applications to control the various stock movement transactions?
- Do you plan to interface non-standard or vertical applications with Inventory?

## Enterprise Company and Relationship Maintenance [30/EOM]

The maximum scope of the [Enterprise](#) is limited to the companies defined in the Inventory Management application, these being all the companies known in one environment.

Of these, some, or all, must be selected to become members of the [Enterprise](#); only then can these companies be considered for [Enterprise sourcing](#) or used as [Enterprise](#) suppliers.

Fields are provided for returns address and returns officer. These are required for product returns and empty container returns across the [Enterprise](#).

These apply to relationships in the [sales company](#) between the supplier and the customer, for the stockroom of the return.

A specific relationship must be established for the Inbound Containers stockroom if empty containers are to be returned from there. The customer may need to have a delivery sequence number specifically for this purpose.

## Enterprise Company Maintenance Window

To display this window, select the [Enterprise](#) **Company & Relationship Maintenance** task.

Use this window to maintain the list of [enterprise](#) companies.

**Note:** *This is a company-independent task, which should be maintained by an [Enterprise](#) system administrator.*

This window lists all the companies currently defined as being members of the [Enterprise](#), with an indication as to the part they play in [Enterprise](#) supply.

### **Fields**

#### **Enterprise Company**

This field displays the company code and name of companies which are currently members of the [Enterprise](#).

#### **Sales Active**

If this shows a value of **1**, the company is considered to be an active member of the [Enterprise](#). It is an [Enterprise sales company](#), that is, a company that can be sourced from another company in the [Enterprise](#). Once it is an active member, [sourcing](#) rules can be established in Order Capture to source its orders from another company.

Although the company is an active member, this does not imply that any supply rules will take immediate affect. Definition and application of those rules is still subject to an active supply partnership and an active supply rule.

### Supply Active

If this shows a value of 1, the company is considered a member of the [Enterprise](#) as an [Enterprise supply company](#), that is, a company that can supply stock to another company in the [Enterprise](#). Once it is a member, [enterprise sourcing](#) rules can be established in Order Capture to source [enterprise demand](#).

Although the company is an active member, this does not imply that any supply rules will take immediate affect. Definition and application of those rules is still subject to an active supply partnership and an active supply rule.

### Options

#### Amend

Use this to select a company for amendment.

The [Enterprise](#) Company Type Maintenance window will be displayed to allow the active status to be changed.

#### Maintain Supply Relationships

Use this to select a company and display the [Enterprise](#) Relationship Maintenance window so that the [Enterprise](#) suppliers can be defined.

### Functions

#### Add (F10)

Use this to add a company to the list of members. The Company Selection window is displayed.

**Caution:** A company cannot be removed from the member list once it has been added.

Select **Amend** or **Maintain Supply Relationships** against a company or select **Add (F10)** to add a company to the list.

## Company Selection Pop-up

To display this pop-up, select **Add (F10)** on the [Enterprise](#) Company Maintenance window.

Use this pop-up to select a new company to add to the list of [Enterprise](#) members.

All the companies known to Inventory Management in this environment are listed for selection.

### Options

#### Select

Use this against a line to add that company as a member of the

**Enterprise.**

You are then prompted to maintain the active status on the Company Type Maintenance window.

Press Enter to add the selected company to the list.

## Company Type Maintenance Window

To display this window, select **Amend** against a company on the [Enterprise](#) Company Maintenance window. Alternatively, select a company on the Company Selection pop-up.

Use this window to indicate the way in which the company is to be used within the [Enterprise](#).

**Fields****Enterprise Company (Window Title Bar)**

The selected company code and name are displayed.

**Enterprise Customer**

**Check** this field if this company is to be considered an active member of the [Enterprise](#) as an [Enterprise](#) customer, that is, a customer of another company in the [Enterprise](#).

Once the company is active as a [sales company](#), [sourcing](#) rules can be established in Order Capture to source its orders from another company in the [Enterprise](#).

Although the company is an active member, this does not imply that any supply rules will take immediate effect. Definition and application of those rules are still subject to an active supply partnership and an active supply rule.

**Enterprise Supplier**

**Check** this field if this company is to be considered as an active member of the [enterprise](#) as an [Enterprise](#) supplier, that is, a company that can supply stock to another company in the [Enterprise](#)

Once the company is active as a [supply company](#), [Enterprise sourcing](#) rules can be established in Order Capture to source [Enterprise demand](#).

Although the company is an active member, this does not imply that any supply rules will take immediate effect. Definition and application of those rules is still subject to an active supply partnership and an active supply rule.

**Note:** *There is nothing to prevent a company from being both an [Enterprise](#) sales and an [Enterprise supply company](#).*

**Note:** *These companies will, of course, also have to be established as [Sales Order](#) Processing companies to enable the processing of sales and [supply orders](#) in those companies.*

Select **Update (F8)** to update the data and return to the [Enterprise](#) Company Maintenance window. The [Enterprise](#) metadata is automatically installed for the new company added to the [enterprise](#).

## Enterprise Relationship Maintenance Window

To display this window, select **Maintain Supply Relationships** against a company on the [Enterprise Company Maintenance](#) window.

Use this window to define all the supply relationships in the [Enterprise](#), that is, all the supply companies that can supply to a [sales company](#). The basic relationship between two companies is a link between the company codes, with supplier and customer accounts defined in the appropriate company to represent the trading relationship.

The number of relationship pairs depends on the complexity and number of supply and [sourcing points](#):

- For each [supply company](#) that supplies to this [sales company](#), there will be a different supplier.
- For each receiving [supply point](#) in this [sales company](#), there will be a different customer defined in that [supply company](#).

When subsequently building supply rules in Order Capture, these supply relationships are used to ensure that only valid supply rules are defined.

### **Fields**

#### **Sales Company**

These fields display the code and name of the specified company.

#### **Internal Supplier**

These fields display an Accounts Payable supplier and sequence number in the [sales company](#) that represents an [Enterprise supply company](#) and possible different [sourcing points](#) in that [supply company](#). If there is only a single [sourcing point](#) from this [supply company](#), the sequence number can be 000. However, if multiple [sourcing points](#) are required within the [supply company](#), you can use the sequence numbers 001, 002 etc.

#### **Supply Co.**

This field displays the [Enterprise supply company](#) represented by this supplier.

#### **Status**

The status is used to decide whether Order Capture supply rules can now be built.

If the status is Inactive, a supply partnership is being prepared and being defined, but it is not yet ready to allow supply rules to be built. Supply Rules Maintenance will not allow new rules to be built with this [sourcing point](#) while the partnership is inactive.

If the status of the partnership is Active, supply rules can be built for the [sourcing point](#) against this supplier.

#### **Internal Customer**

These fields display an Accounts Receivable customer and delivery sequence number in the [supply company](#) that represents the receiving stockroom ([supply point](#)) in the [sales company](#). If the [sales company](#) has a single receiving stockroom, a delivery sequence of 000 is sufficient. Otherwise, sequence codes 001, 002 etc. are used to represent those receiving points.

### **Options**

**Amend**

Use this to amend a supplier's [Enterprise](#) relationship details.

The Amend [Enterprise](#) Supply Relationship window will be displayed.

**Delete**

Use this to remove a company from the list of [Enterprise](#) members.

**Activate**

Use this to activate the partnership.

**De-activate**

Use this to de-activate the partnership.

**Functions****Add (F10)**

Use this to add [Enterprise](#) supplier details. The Add/Amend [Enterprise](#) Trading Relationship pop-up is displayed.

Select **Amend**, **Activate** or **De-activate** against a line or select **Add (F10)** to add an [Enterprise](#) supply relationship.

## Add/Amend Enterprise Trading Relationship Pop-up

To display this pop-up, select **Add (F10)** or **Amend** against a line on the [Enterprise](#) Relationship Maintenance window. The title of the pop-up will show either Add or Amend, depending on your selection.

Use this pop-up to define a supply relationship.

**Fields****Sales Company Supply Details Supply Company**

These fields display the [Enterprise supply company](#) represented by this supplier. It must be an active [Enterprise supply company](#).

**Supplier Code**

These fields display an Accounts Payable supplier and sequence number in the [sales company](#) that represents an [Enterprise supply company](#) and possible different [sourcing points](#) in that [supply company](#). If there is only a single [sourcing point](#) from this [supply company](#), the sequence number can be 000. However, if multiple [sourcing points](#) are required, you can use the sequence numbers 001, 002 etc.

**Sourcing Point Ref**

Enter a two-character code that represents supply companies in the [enterprise](#) and association with a supplier to represent that source of supply. The code is unique within the [sales company](#). This the [Enterprise sourcing point](#) quoted when building supply rules.

**Note:** To separate these [Enterprise sourcing points](#) from other local [sourcing points](#) in Supply Rules Maintenance, it is a good idea to allocate a particular range of [sourcing point](#) codes to distinguish them from stockrooms.

### **Account Location Enterprise Supply Invoices**

Enter an Accounts Payable invoice location code in the [sales company](#), to which [Enterprise](#) inter-company supply invoices will be automatically logged.

### **Account Location for Miscellaneous Enterprise Invoices**

Enter an Accounts Payable invoice location code in the [sales company](#), to which [Enterprise](#) inter-company miscellaneous invoices will be automatically logged.

### **Default Reason Code for Enterprise Credit Notes**

Enter a valid Accounts Payable reason code to be stamped on automatic inter-company [Enterprise](#) credit notes.

### **Supply Company Sales Details**

#### **Customer Code**

These fields display an Accounts Receivable customer and delivery sequence number in the [supply company](#) that represents the receiving stockroom ([supply point](#)) in the [sales company](#). If the [sales company](#) only has a single receiving stockroom, the delivery sequence will be 000. Otherwise, sequence codes 001, 002 etc. are used to represent those receiving points.

This customer will also have to have [Sales Order](#) Processing customer sales details defined to enable a [supply order](#) to be processed.

**Note:** These customer accounts in the [supply company](#) are like any other customer, with a default stockroom that becomes the [supply point](#) in that company's supply rules.

#### **Supply Point**

Enter the [supply point](#) in the [sales company](#) that the customer represents. This is the [supply point](#) quoted when building supply rules.

You can use the prompt facility to select from the Stockroom Selection pop-up.

#### **Returns Address**

Enter the returns address code for the [supply company](#).

Alternatively, use the prompt facility to select from the Select Receiving Address Code pop-up.

#### **Returns Officer**

Enter the returns officer code for the [supply company](#).

Alternatively, use the prompt facility to select from the Select Returns Officer pop-up.

**Note:** The same returns address code must be used for all relationships that have the same [supply company](#), supplier and [sourcing point](#). However, the returns officer may differ.

#### **Relationship Status**

This is used to control whether Order Capture supply rules can now be built.

If you select In-Active, a supply partnership is being prepared and being defined, but it is not yet ready to allow supply rules to be built. Supply

Rules Maintenance will not allow new rules to be built with this [sourcing point](#) while the partnership is inactive.

If you select **Active**, the partnership is active and supply rules can be built for the [sourcing point](#) against this supplier.

This status can also be maintained with options on the [Enterprise](#) Relationship Maintenance window.

Select **Update (F8)** to apply the changes and return to the [Enterprise](#) Relationship Maintenance window.

## Purchase Management Item Supplier Profile [3/PMM]

### Purchase Unit of Measure

When a [sales order](#) is being sourced by an [enterprise](#) supply, the [purchase order](#) raised against that [Enterprise](#) supplier will always be in the item's issue unit of measure. All items must be defined in all companies with the same units of measure to support [Enterprise supply chains](#).

## Item Supplier Profile Maintenance Window

To display this window, select the **Item Supplier Profile task**, enter an item and supplier and then press Enter.

To ensure that the units on the [sales order](#) and [purchase order](#) remain identical, the initial requisition is generated in the [sales orders](#) units, and the subsequent [purchase order](#) is raised in those same units. To prevent any interference with this, one of the standard parameters has to be suppressed: the feature in Purchase Management that usually allows [purchase orders](#) to be generated in purchasing units.

For the [Enterprise](#) supplier that represents the [Enterprise supply company](#), and for all items sourced from that company, a purchasing item/ supplier profile will be built.

### Fields

**Note:** Only the [Enterprise](#)-related differences to this window are described below. Refer to the Maintenance chapter of the Purchase Management product guide for further information on this task.

#### Create PO's via Requisitions in Purchase Unit of Measure

The value of this field is forced to zero to ensure the [purchase orders](#) are not raised in purchasing units but in sales units.



Press Enter to save any changes that you have made to the item/supplier profile and re-display the Item Supplier Profile Maintenance Selection window.

## Accounts Payable Company Profile [3/ASCO]

To enable automatic posting of inter-company invoices to Accounts Payable, a couple of preparatory data-set-up tasks are required.

## Accounts Payable Company Profile Maintenance Window

To display this window, select the Accounts Payable Company Profile task, enter a company number and then press Enter.

Use this window to establish the necessary company setting. The relevant fields are detailed below.

### **Fields**

**Note:** Only the [Enterprise](#)-related differences to this window are described below. Refer to the *Maintenance* chapter of the *Accounts Payable* product guide for further information on this task.

#### **Invoice Log Active?**

Check this field to enable use of the invoice log.

#### **Auto Generate Inv Ref?**

Check this field to allow automatic creation of a unique reference.

There is no other unique number available for all kinds of purchases from any number of supply companies, so this field should be checked.

**Note:** To establish an Accounts Payable credit note reason code for the automatically-generated Accounts Payable credit notes, use the **Reason Codes Maintenance** task. Set up one reason code to be stamped on all automatic inter-company credit notes posted to this company's Accounts Payable invoice log.

Press Enter to save any changes that you have made to the Accounts Payable company profile.



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## Chapter 3 Enterprise Processing

### Introducing Enterprise Processing

#### Enterprise Trading Prices

The flexible nature of the Sales Pricing and Discount functions means there is not necessarily a single fixed price that can be pinpointed as an inter-company trading price and stamped on the buyer's item/supplier profile. In addition, the Sales Pricing functions are more dynamic than the Buying Price definition, which can make it difficult to identify the current buying price if the price varies frequently.

This facility aids this synchronisation by identifying when changes to a sales price definition have occurred that may affect an item's selling price. Where a specific item price or discount has changed, it identifies that an item price has definitely changed, but when a group definition or effectivity date is changed, it works on the basis that this may have an effect on an item.

The changes identified and recorded are as follows:

For Advanced Pricing:

- Change to customer pricing groups or pricing type restrictions in Customer Maintenance
- Change to item pricing groups in Item Maintenance
- Change of price or effectivity date or the addition or deletion of an item or price group entry in Pricing Type Maintenance
- Change of discount or effectivity date or the addition or deletion of an item or discount group entry in Pricing Type Maintenance

For Standard Pricing:

- Change of price list code or discount list code in Customer Maintenance
- Change of item discount group in Item Maintenance
- Change of price or effectivity date or the addition or deletion of an item in Price List Maintenance

- Change of discount or effectivity date or the addition or deletion of an item or item discount group in Discount List Maintenance

These change events are recorded and held until the [Enterprise](#) Price Transfer task is run. It can be run as frequently as necessary. The details are described in the next section of this document.

If a specific item change has been identified, it will transfer the current price for that item to the selected sales companies.

Where a group change has been recorded, it will identify all the items affected by that group and transfer the current price for those items.

The current price is determined by the usual pricing functions, that is, the price for the item on the day of the transfer for the particular customer that represents the target [sales company](#).

**Caution:** There are some limitations to this solution that might govern which price functions you utilise for defining inter- company selling prices. See below for further information.

Update of the [Enterprise](#) customer's buying price is not automatic. It relies on user intervention in the [supply company](#) to force the prices into the sales companies.

If selling prices have been defined with effectivity dates, there is nothing that will automatically detect a change of price that is imminent or due and reflect that change in the buying company.

Quantity breaks established in a selling price list cannot be replicated into a buying price.

This intervention by the [supply company](#) pushing data into the [sales company's](#) database may be seen by some as undesirable. Currently it is a push function, not a pull function.

## Enterprise Price Transfer [15/EOP]

Use this task to synchronise [sales company](#) buying prices with the [supply company](#) sales prices.

It is assumed the current company is a [supply company](#) which supplies to one or more sales companies, the relationship to those sales companies determining which target sales companies are presented for processing.

If the current company is defined as an [Enterprise](#) company and is also defined as an active supply, this task is allowed in this company.

[Enterprise](#) Supply Relationships must then exist for this [supply company](#), each of the [Enterprise](#) customers in that relationship being a [sales company](#). These sales companies are listed on this window.

**Note:** The current company must be the [supply company](#).

If this task is launched from within a company which cannot transfer prices, an appropriate message is displayed.

## Enterprise Price Transfer Selection Window

To display this window, select the [Enterprise](#) Price Transfer task.

Use this window to select the stockroom that this transaction affects, and the date, reference information and reason code for the transaction.

The update task produces an [Enterprise](#) Price Transfer Audit report to identify those items which have been affected.

### Fields

#### Select

Select one of the following:

Transfer Chg. Prices (1)

Use this to look for any price changes in the current [supply company](#) that relate to that [sales company](#) and refresh its item/supplier profile prices.

A message will be displayed if there are no price changes identified for transfer.

Transfer All Prices (2)

Use this to refresh all item/supplier profile prices in the [sales company](#) with the latest sales price from the current [supply company](#).

Maintain Items (3)

Use this to display all the recent price-related changes in the current [supply company](#).

#### Company

This field displays the company codes of sales companies that buy from the current [supply company](#).

#### Description

This field displays the company description of these sale companies.

#### Demand Co

This field displays the code of the demand company.

**Note:** If a [supply company](#) supplies too many customers in the [sales company](#), that is, many [supply points](#), there may be multiple events identified to be transferred to the [sales company](#). However, there is only a single item/supplier profile. The first event in this kind of multiple event set will trigger the price change; the remaining events are then superfluous.

**Note:** Not all price-related changes affect all items, so although every event is recorded, the actual items to be priced will only be identified when the price transfer occurs. The task will find all items for the target customer that match the particular event characteristics.

Select **Submit (F8)** to submit the price update task to the job queue. You are prompted to confirm the update.

## Maintain Enterprise Price Transfer Events Window

To display this window, select Maintain Items in the selection field and then press Enter on the [Enterprise](#) Price Transfer Selection window.

Use this window to review and maintain the recent price change events for the selected [sales company](#).

This allows specific events or items to be removed from the list of recent changes, thus preventing a refresh of the items related to that particular event.

This window displays all price change events that have occurred in this company, normally a [supply company](#).

### **Fields**

#### **Enterprise Customer**

These fields display the [sales company](#) at which this price change is targeted.

A blank company indicates that no particular target [sales company](#) has yet been identified, so this item change may still be applicable to a number of companies.

#### **Item/Description**

These fields display the item code and description of an item on which a sales price change has occurred. If they are blank, the price change event occurred on a price group or discount group and so is not specific to a particular item.

#### **Activation Date**

This field displays the date on which a sales price change has or will become active.

### **Options**

#### **Delete**

Use this against an event to mark it for deletion. When you press Enter, any events marked are deleted from the list of outstanding events.

### **Functions**

#### **Add (F10)**

Use this to display the Add Item for Pricing Transfer pop-up to allow an item to be added to the list ready for a price transfer.

**Note:** *This can be used in conjunction with the **Transfer Changed Prices** task to force a transfer of just those items selected.*

#### **Previous (F12)**

Use this to return to the [Enterprise](#) Price Transfer Selection window.

Press Enter to delete any selected events from the list of outstanding events.

## Add Item for Pricing Transfer Pop-up

To display this pop-up, select **Add (F10)** on the Maintain [Enterprise](#) Price Transfer Events window.

### **Fields**

#### **Item Code**

Enter an item to be added to the list of change events that will be picked up on the next transfer of changed prices.

You can use the prompt facility on this field to select from the Item Master Scan pop-up.

Select **Add (F8)** to confirm the addition and return to the Maintain [Enterprise](#) Price Transfer Events window.

## Enterprise Miscellaneous Credit Notes [25/EOP]

An [Enterprise sales company](#) may generate a credit note for an external customer with a corresponding credit note created in the [supply company](#). Stock movements and balance changes show the stock returned.

**Note:** *Unlike standard Miscellaneous Invoices and Credits, this task does not provide for the creation of invoices or credit notes without stock update.*

Stock is allocated in the [supply company](#) stockroom/warehouse during the creation of the [Enterprise](#) credit note to the lowest level, i.e. batch/lot/ serial/rotation date/label item level and location.

Associated containers are generated and reviewed on a Container pop- up. Optional containers create stock movements (in the [supply company](#)). Containers are not inherited from a based-on invoice.

Empties returns should be entered as product lines and should not be mixed with product returns. The appropriate source and destination empties stockroom should be specified, if applicable. The Container pop- up is not applicable, and all containers create stock movements in this situation.

Containers are tracked where applicable.

## Enterprise Credit Notes with Stock Update Customer Selection Window

To display this window, select the [Enterprise](#) **Miscellaneous Credit Notes** task.

Use this window to enter a [sales company's](#) customer.

### **Fields**

**Customer**

Enter a valid customer code and delivery sequence. It must be a customer of the [sales company](#) in current use (i.e. an external customer to the [Enterprise](#)).

You can use the prompt facility on this field to select from the Customer Scan pop-up.

**Customer Order Ref**

Enter the customer's order reference. If this customer's sales details are set to require order references, an entry in this field is compulsory and must be unique.

**Customer Order Date**

Enter or select the date on which the customer order was taken. This defaults to the current date, but can be earlier.

**Tax Point Date**

Enter or select the date used for crediting. This defaults to the current date, but can be later. This is the date used for fixing the VAT rate and currency conversion.

**Pricing Date**

Enter a date to be used to access the records in the elected pricing mechanism (standard or advanced pricing, as set in the company profile).

Press Enter to validate the details and display the company name. Press Enter again to confirm that the selected customer is correct and display the [Enterprise](#) Miscellaneous Credit Note with Stock Update Header window.

## Enterprise Credit Notes with Stock Update Header Window

To display this window, select a valid customer on the [Enterprise](#) Credit Notes with Stock Update Customer Selection window.

This window shows a number of default values taken from the customer's account and sales details.

**Fields****Invoice Address Tab****Name and Address (Untitled)**

These fields default to the invoice address for this customer account. They can be overridden.

**Delivery Address Tab****Name and Address (Untitled)**

These fields default to the delivery address for this customer account and delivery sequence number. They can be overridden. This becomes the delivery name and address on the supply invoice.



**Original Doc. Ref**

This can be an existing [Enterprise](#) sales invoice or [Enterprise](#) miscellaneous invoice for the same customer.

**Stockroom**

Enter a valid stockroom in this [sales company](#). The default is taken from the customer's sales details.

You can use the prompt facility on this field to select from the Stockroom Selection pop-up.

This is the [supply point](#) (where no stock is normally carried, but for which the item/stockroom profile is maintained in the [sales company](#)). This [supply point](#) must also be known in the [Enterprise](#) Relationship as an [Enterprise](#) customer of the [supply company](#) which will be supplying these goods.

**Reason Code**

Enter a valid reason code. The code is recorded here for later analysis.

You can use the prompt facility on this field to select from the RFCR Invoice/Credit Reason Codes pop-up.

**Order Type**

Enter the order type.

Alternatively, use the prompt facility to select from the ORST User Order Type pop-up.

**Price List Code**

This field is only displayed when you are using Standard Pricing. It defaults to the price list from the customer's sales details. If changed, it needs to be in the same currency as the invoice.

**Despatch Method**

Enter a valid code. The method of despatch is recorded here. It defaults to the despatch method from the customer's sales details.

You can use the prompt facility on this field to select from the MODE Despatch Method pop-up.

**Discount List**

This field is only displayed when you are using Standard Pricing. It defaults to the discount list from the customer's sales details. If changed, it needs to be in the same currency as the invoice.

**Period Number**

Enter the accounting period to which this invoice will be posted. The default is the current [Sales Order](#) Processing period. It must be an open period.

**Cash Discount Code**

Enter a valid code as set up in the Inventory Descriptions file under type CDSC. It defaults to the cash discount code from the customer's sales details. This is the discount method and percentage offered in cash for timely settlement of the invoice. You can amend this field unless you are authorised to **Settlement Discount Overrides (F13)**.

**Currency**

A currency conversion rate must exist for the code entered. This is the currency for this invoice and defaults to the customer's currency. If the currency is changed, the currency rate can also be changed by using **Currency Overrides (F19)**.

You can use the prompt facility on this field to select from the Select Currency pop-up.

**Currency Rate Code**

This field displays the default currency rate code for this customer. If currency overrides have been applied using **Currency Overrides (F19)**, the new rate code is displayed.

**Currency Rate**

These fields display the currency conversion rate and rate type identifier. This is the rate at the tax point date between this invoice currency and the base currency. If currency overrides have been applied using **Currency Overrides (F19)**, the new rate is displayed.

**Functions**

Use this to leave this task without completing the credit note. Any data entered will be lost.

**Previous (F12)**

Use this to re-start the credit note entry. Any data entered will be lost.

**Settlement Override (F13)**

Use this to display cash discounts for the customer. The values can be amended.

**Price Overrides (F14)**

This function is only available when Advanced Pricing is in operation. Use this to display the Header Price Overrides window.

**Additional Overrides (F16)**

Use this to display the Additional Overrides window.

**Enterprise Supplier (F17)**

Use this to select a specific [Enterprise supply company](#) and stockroom combination. The chosen combination will then be the default combination used on the subsequent line entry windows.

**Note:** *Miscellaneous Invoicing does not use the supply rules, therefore the place from which stock is to be taken is entered here or on the individual lines.*

**Currency Overrides (F19)**

Use this to override the defaulted currency, currency rate code and currency rate values where the invoice currency is not the same as the base currency.

**Text (F21)**

Use this to maintain text attached to the invoice header. The text is available for inspection and amendment throughout the life of the invoice. The text reference has a temporary value assigned until the invoice is completed, when it becomes the invoice number.

**Note:** Specify the customer's default language in Customer Details Maintenance. You can override this default by selecting **Additional Overrides (F16)**.

Press Enter to validate the entered details and display the company name. Press Enter again to confirm that the selected customer is correct.

## Enterprise Supplier Selection Pop-Up

To display this pop-up, select [Enterprise Supplier \(F17\)](#) on the [Enterprise](#) Credit Notes with Stock Update Header window.

Use this pop-up to select a specific [Enterprise supply company](#) and stockroom. The chosen [sourcing point](#) will then be the default used for the subsequent line entry.

Initially, the [supply company](#) is selected. All the companies in the [Enterprise](#) defined as active supply companies, and having a trading relationship with the current [sales company](#), are displayed.

### **Fields**

#### **Supplier**

These fields display the [Enterprise](#) supplier codes and descriptions.

### **Options**

#### **Select**

Use this to choose a [supply company](#).

Select a company to display the Stockroom Selection pop-up.

## Stockroom Selection Pop-Up

To display this pop-up, select a valid [Enterprise](#) supplier on the [Enterprise](#) Supplier Selection pop-up.

Use this pop-up to select a specific stockroom. The chosen [sourcing point](#) will then be the default used for the subsequent line entry.

This pop-up lists all the companies in the [enterprise](#) defined as active supply companies, and having a trading relationship with the current [sales company](#).

### **Fields**

#### **Stockroom/Description**

These fields display the stockroom codes and descriptions.

### **Options**

**Select**

Use this to choose a stockroom.

Select a default [sourcing point](#) to return to the [Enterprise](#) Credit Notes with Stock Update Header window.

## Enterprise Credit Notes with Stock Update Detail Window

To display this window, enter a valid invoice header and then press Enter on the [Enterprise](#) Credit Notes with Stock Update Header window.

On the credit notes lines, each item can only be entered once for a [supply company](#)/stockroom combination. Multiple lots may be received on one line. Additional price entry fields appear at the bottom of the window when Standard Pricing is in use for the company.

**Fields****Customer Order Ref**

This field displays the customer order reference from the Customer Selection window.

**Date**

This field displays the invoice tax point date from the [Enterprise](#) Credit Notes with Stock Update Header window.

**Currency**

These fields display the invoice currency code and description.

**Invoice Line Details**

Up to three lines of the invoice are displayed at once, showing the details entered.

**Supplier/Stockroom**

Enter the [sourcing point](#) from which the stock for this invoice line will be taken. It must be a [supply company](#) and stockroom in that company.

If a default was added on the [Enterprise](#) Credit Notes with Stock Update Header window using [Enterprise Supplier \(F17\)](#), it appears here. Otherwise, this field is initially blank and a value must be entered.

You can use the prompt facility on this field to select from the [Enterprise](#) Supplier Selection pop-up.

Valid suppliers are those defined in the [Enterprise](#) Company Relationships as active supply companies.

**Item**

Enter the item code for a stocked item. It must exist in both the sales and supply companies.

You can use the prompt facility on this field to select from the Item Master Scan pop-up.

### Quantity

Enter the quantity to be returned to the stockroom in the [supply company](#). You may also be prompted for unique identification of the goods being returned to that stockroom:

- If the item is lot-controlled, you will be prompted to select an existing lot number or create a new lot.
- If the stockroom is warehouse-controlled, you will be prompted for a pack type to enable the Warehouse Putaway process to be completed.
- If the stockroom is location-controlled, you will be prompted to select a valid location code. For a non-lot-controlled item the rotation details are updated automatically:
  - Where there is already stock in a location it will add to the oldest rotation.
  - Where the stock is placed into a new location, it will add a rotation with the current date.

### UOM

Enter the unit of measure for the entered quantity. If you do not enter a value, it will default to the item's issue unit.

You can use the prompt facility on this field to select from the Purchase/ Issue Unit Selection pop-up.

### VAT Code

This field displays the item's VAT code. It can be overridden to any valid VAT code.

You can use the prompt facility on this field to select from the Tax Code Selection pop-up.

### Additional Cost

You can enter a value if the item is non-stocked and has no cost. This is the cost value of the non-stocked item. The value entered overrides any value that may already appear in the Item Master file record. This is multiplied by the quantity to give the cost on the line.

### Lot Number

This is only required for a lot-controlled, batch-controlled and serial-controlled items. If a single lot is required and the lot number is known, it can be entered here. If no lot number is entered, the Multiple Lot window is displayed to allow you to choose the appropriate lots. For an invoice line already entered, the **Multiple Lot Entry** option shows the current lot selection, which can be changed. Where multiple lots have been selected, an asterisk is shown in the More field in the displayed list of entered invoice lines.

You can use the prompt facility on this field to select from the Select Lot Reference pop-up.

### Fixed Price

This field is only displayed when Standard Pricing is in operation. This is a manual price, used when neither a price list nor a discount list is specified.

### Disc. %

This field is only displayed when Standard Pricing is in operation. It is the discount on an existing price on a price list. If you use this field, a discount group cannot be entered.

**Price List**

This field is only displayed when Standard Pricing is in operation. Enter a price list in same currency as the invoice. If the item does not appear on the price list, the item is not priced and a warning will be displayed.

**Discount Group (Disc. Grp)**

This field is only displayed when Standard Pricing is in operation. Enter a discount group code to use the selected discount structure to calculate price.

**Options****Amend**

Use this to bring the selected line to the foot of the window so that the invoice line details can be amended. This option is used for stockroom lines and warehouse lines (but not multiple lot with multiple location warehouse lines). See the table below.

**Text**

Use this to display a temporary text reference number. Upon completion of the invoice, the invoice number forms this part of the key to the text. Invoice lines with text are marked with an asterisk in the Text field.

**Multiple Lot Entry**

This option is available for lot-controlled items in a non-warehouse- controlled stockroom. Use it to amend or split the previously entered lot selection. Multiple lot lines are marked with an asterisk in the More field.

**Price Override**

This option is only available when Advanced Pricing is in operation. Use it to amend the default pricing details for the selected line.

**Lot Header**

Use this to create a new lot header for returns.

This facility provided by this option is similar to the standard Lot Header Maintenance task.

**Note:** To return a new lot, enter the new lot number in the Lot field and the Lot Header Maintenance window will be displayed. The line can then be completed. This will effectively create a lot header in the [supply company](#).

Alternatively, the header can be created in the [supply company](#) via the Inventory Lot/Grade/Potency menu.

To receive multiple new lots for one item, the lot headers will need to be created in advance of the credit note lines. Remember that an item can only appear once on an [Enterprise](#) miscellaneous invoice/credit note.

**Delete**

Use this to delete the selected line.

You will be prompted to confirm the deletion by selecting **Confirm Delete (F11)**.

**Containers**

Use this to review or amend the containers associated with this product line. The Container Generation Override pop-up is displayed.

**Functions**

Use this to leave the task without completing the credit note. Any data entered will be lost.

**Prev (F12)**

Use this to return to the [Enterprise](#) Credit Notes with Stock Update Header window without losing the line details entered. You can make changes to the header, such as text and default values. After pressing Enter, you can continue to enter line details.

**Restart (F15)**

Use this to return to the [Enterprise](#) Credit Notes with Stock Update Customer Selection window without completing the credit note. Any data entered will be lost.

**Containers (F20)**

Use this to review or amend the containers associated with the whole document. The Container Generation Override pop-up is displayed.

**Caution:** Container empties returned in their own right, without products, are entered as product lines and should not be mixed with normal product returns.

If you press Enter without entering a further credit note line, the [Enterprise](#) Credit Notes with Stock Update Confirmation window will be displayed.

## Enterprise Credit Note with Stock Update Item Master Scan Detail Popup

**Options****Transaction Control (2)**

Invoke the Transaction Control Effectivity Enquiry for the selected item.

**Note:** This option is not allowed when no transaction control code is shown for an item.

**Supersession (3)**

Invoke the Item Supersession Enquiry for the selected item.

**Note:** *This option is not allowed when no supersession code is shown for an item*

## Container Generation Override Pop-up

To display this pop-up, select **Containers (F20)** or select **Containers** against a line on the [Enterprise](#) Credit Notes with Stock Update Detail window.

Use this pop-up to review or amend the generated containers for a line or for the whole document.

The Item and Quantity fields are only displayed at line level.

At document level, the window shows the containers for all of the lines, but they are not summarised.

### **Fields**

#### **Override Quantity**

This defaults to the value of the Expected Quantity field and can be overridden for optional containers.

#### **SR**

The default stockroom can be overridden if necessary. The container must be defined in this stockroom.

### **Functions**

#### **Add (F10)**

Use this to add further containers on the Add Container pop-up.

Select **Update (F8)** to update the data and return to the [Enterprise](#) Credit Notes with Stock Update Detail window.

## Add Container Pop-up

To display this pop-up, select Add (F10) on the Container Generation Override pop-up.

Use this pop-up to add containers that were not generated automatically from the container profile.

### **Fields**

#### **Container**

Enter the container code.

Alternatively, use the prompt facility to select from the displayed pop-up.

#### **Stockroom**

Enter the stockroom of the container.



Alternatively, use the prompt facility to select from the displayed pop-up. The container must be defined in this stockroom.

**Quantity**

Enter a positive integer quantity.

Select **Update (F8)** to update the data and return to the Container Generation Override pop-up.

## Enterprise Credit Notes with Stock Update Confirmation Window

To display this window, press Enter without entering a further credit note line on the [Enterprise Credit Notes with Stock Update Detail](#) window.

This window is displayed once all credit note lines have been entered. The details shown are a confirmation of the credit note line details just entered. This window shows all the products and associated containers, including price and value information

**Options****Price Details**

Use this against a credit note line to view the credit note price details for the selected line.

This option is only available when Advanced Pricing is in operation. The Pricing Detail Enquiry window is displayed.

**Functions****Exit (F3)**

Use this to leave the task without completing the credit note. Any data entered will be lost.

**Pricing (F9)**

This function is only available when Standard Pricing is in operation. Use it to display the effect of the Whole Order Pricing.

**Previous (F12)**

Use this to return to the [Enterprise Credit Notes with Stock Update Detail](#) window, on which you can amend the lines. When you press Enter on that window, this confirmation window will be re-displayed.

**Complete Credit Note (F16)**

Having reviewed the credit note details and confirmed that they are correct, use this to display the [Enterprise Credit Notes with Stock Update Trailer](#) window to complete the invoice entry.

Press Enter or select **Complete Credit Notes (F16)** to display the [Enterprise Credit Notes with Stock Update Trailer](#) window.

## Pricing Detail Enquiry Window

To display this window, select **Price Details** against a credit note line on the [Enterprise](#) Credit Notes with Stock Update Confirmation window.

This window is only available when Advanced Pricing is in operation.

It shows the pricing details of the entered credit note lines and allows you to make a more detailed enquiry. It operates in the same way as the pricing detail enquiry within the standard Invoice Enquiry.

Select **Previous (F12)** to re-display the [Enterprise](#) Credit Notes with Stock Update Confirmation window.

## Enterprise Credit Notes with Stock Update Trailer Window

To display this window, press Enter or select **Complete Credit Notes (F16)** on the [Enterprise](#) Credit Notes with Stock Update Confirmation window.

This window is used to add additional charges to an [Enterprise](#) miscellaneous credit note. Unlike standard miscellaneous credit notes, an [Enterprise](#) miscellaneous credit note cannot be raised for charges only. The extra charges that can be added here apply only to the customer facing invoice/credit. They are not transferred to the [supply company](#) invoice.

This window maintains a running total for the credit note in both base and prime values.

### **Fields**

#### **Customer Order Ref**

This field displays the customer order reference from the [Enterprise](#) Credit Notes with Stock Update Customer Selection window.

#### **Date**

This field displays the invoice tax point date from the [Enterprise](#) Credit Notes with Stock Update Header window.

#### **Currency Code**

This field displays the invoice currency code and description.

#### **Currency Rate**

These fields display the currency conversion rate and rate type identifier from the [Enterprise](#) Credit Notes with Stock Update Header window.

#### **Print Credit Note Immediately**

The credit note can be printed on completion of this window or later, via the batch menu task.

Use this checkbox as follows:

Unchecked - To print the credit note later

Checked - To print the credit note immediately

**Charge Code**

Enter up to three charge codes.

Where Customer Delivery Address charges are established, these charges will be applied to the Credit automatically.

You can use the prompt facility to select from the SUNC Miscellaneous Charge Codes pop-up.

**Description**

This field displays the descriptions of the selected charge codes.

**Charge Value**

This field defaults to the value held against the selected code but may be changed.

**Note:** *Default values taken from the Inventory Descriptions file are absolute values and are not converted to the prime currency of the invoice.*

**Note:** *percentage type charges are non-maintainable.*

**VAT Cde**

This field defaults to the value associated with the charge code entered. An alternative VAT code may be entered.

You can use the prompt facility on this field to select from the Tax Code Selection pop-up.

**VAT Rate**

This field displays the VAT rate percentage held against the VAT code for the tax point date.

**Note:** *The VAT code is defaulted from the charge code description, but if this tax code has not been established on the VAT tables, the VAT will be calculated at zero percent.*

**Total Charge**

This field displays the sum of the credit note lines and charges.

**Total VAT**

This field displays the sum of the VAT on the credit note lines and charges.

**Invoice Total**

This field displays the sum of the Total Charge and Total VAT fields.

**Functions****Exit (F3)**

Use this to leave the task without completing the credit note. Any data entered will be lost.

**Previous (F12)**

Use this to return to the [Enterprise](#) Credit Notes with Stock Update Detail window. Any charges entered on this window will be lost. You can make changes to the lines. When you press Enter again, this window will be re- displayed.

**Restart (F15)**

Use this to return to the [Enterprise](#) Credit Notes with Stock Update Customer Selection window without completing the credit note. Any data entered will be lost.

Press Enter with valid data to complete the credit note entry. The [Enterprise](#) Credit Notes with Stock Update Customer Selection window is re-displayed, showing the credit note number allocated to the credit note you have just generated.

## Enterprise Miscellaneous Invoices [26/EOP]

An [Enterprise sales company](#) may issue a sales invoice to an external customer (there being no [sales order](#)). During the creation of the invoice, stock in the designated [supply company](#) is allocated. An invoice is automatically created in the [Enterprise supply company](#), at which point the stock balances are adjusted and stock movements written.

The task generally operates in a way that is similar to standard Miscellaneous Invoicing with Stock Update. It extends this standard function to the [Enterprise](#) environment but does not replace the standard function that needs to be used for non-[Enterprise](#) business.

**Note:** *Unlike standard Miscellaneous Invoices and Credits, this task does not provide for the creation of invoices or credit notes without stock update.*

Stock is allocated in the [supply company](#) stockroom/warehouse during the creation of the [Enterprise](#) credit to the lowest level, i.e. batch/lot/serial/ rotation date/label item level and location.

You may this task to consume consignment stock held by [Enterprise demand](#) company customers but still owned by an [Enterprise supply company](#).

When a [supply company](#) and stockroom are selected, if that stockroom is a consignment stockroom, a check is made that the customer and delivery sequence have a location specified in that stockroom.

An error message will be displayed indicating that a consignment stock location does not exist for the specified customer in the selected stockroom.

## Enterprise Miscellaneous Invoicing with Stock Update Customer Selection Window

To display this window, select the [Enterprise](#) Miscellaneous Invoices task.

Use this window to enter a [sales company's](#) customer.

### **Fields**

#### **Customer**

Enter a valid customer code and delivery sequence. It must be a customer of the [sales company](#) in current use (i.e. an external customer to the [Enterprise](#)).

You can use the prompt facility on this field to select from the Customer Scan pop-up.

#### **Customer Order Ref**

Enter the customer's order reference. If this customer's sales details are set to require order references, this is compulsory and must be unique.

#### **Customer Order Date**

Enter or select the date on which the customer order was taken. This defaults to the current date, but may be earlier.

#### **Tax Point Date**

Enter or select the date to be used for invoicing. This is used for fixing the VAT rate and currency conversion. This defaults to the current date, but may be later.

#### **Pricing Date**

Enter any date to access the records in the elected pricing mechanism (standard or advanced pricing set in the company profile).

Press Enter to validate the details and display the company name. Press Enter again to confirm that the selected customer is correct and display the [Enterprise](#) Miscellaneous Invoicing with Stock Update Header window

## Enterprise Miscellaneous Invoicing with Stock Update Header Window

To display this window, enter or select a valid customer and then press Enter on the [Enterprise](#) Miscellaneous Invoicing with Stock Update Customer Selection window.

This window shows a number of default values taken from the customer's account and sales details.

### **Fields**

#### **Invoice Address Tab**

##### **Name and Address (Untitled)**

These fields display the address to which the invoice will be sent. They default to the invoice address for this customer account but can be overridden.

**Delivery Address Tab****Name and Address (Untitled)**

These fields display the address to which the goods will be sent. They default to the delivery address for this customer account and delivery sequence number but can be overridden. This becomes the delivery name and address on the supply invoice.

**Original Doc. Ref**

You can enter optional reference text here. If this is a supplementary invoice, this field could be the original invoice number.

**Stockroom**

Enter a valid stockroom in this [sales company](#). It defaults from the customer's sales details. This is the [supply point](#) (where no stock is normally carried, but for which the item/stockroom profile is maintained in the [sales company](#)). This [supply point](#) must also be known in the [Enterprise Relationship](#) as an [Enterprise](#) customer of the [supply company](#) which will be supplying these goods.

You can use the prompt facility on this field to select from the Stockroom Selection pop-up.

**Reason Code**

Enter a valid code. The code is recorded here for later analysis.

Alternatively, use the prompt facility to select from the RFCR Invoice/ Credit Reason Codes Scan pop-up.

**Order Type**

Enter the order type.

Alternatively, use the prompt facility to select from the ORST User Order Type pop-up.

**Price List Code**

This field is only displayed when Standard Pricing is in operation. It defaults to the price list on the customer's sales details. If changed, it needs to be in the same currency as the invoice.

**Despatch Method**

Enter a valid code. This will default to the despatch method on the customer's sales details.

You can use the prompt facility on this field to select from the MODE Despatch Method pop-up.

**Discount List**

This field is only displayed when Standard Pricing is in operation. It defaults to the discount list on the customer's sales details. If changed, it needs to be in the same currency as the invoice.

**Period Number**

This field displays the accounting period to which this invoice will be posted. The default is the current [Sales Order](#) Processing period. It must be an open period.

**Cash Discount Code**

Enter a valid code as set up on the Inventory Descriptions file under type CDSC. It defaults to the cash discount code on the customer's sales details. This is the discount method and percentage offered in cash for timely settlement of the invoice. You can amend this field unless you are authorised to **Settlement Discount Overrides (F13)**.

**Currency**

A currency conversion rate must exist for the code entered. This is the currency for this invoice and defaults to the customer's currency. If the currency is changed, the currency rate can also be changed by using **Currency Overrides (F19)**.

You can use the prompt facility on this field to select from the Select Currency pop-up.

**Currency Rate Code**

This field displays the default currency rate code for this customer. If currency overrides have been applied using **Currency Overrides (F19)**, the new rate code is displayed.

**Currency Rate**

These fields display the currency conversion rate and rate type identifier. This is the rate at the tax point date between this invoice currency and the base currency. If currency overrides have been applied using **Currency Overrides (F19)**, the new rate is displayed.

**Functions****Exit (F3)**

Use this to leave the task without completing the invoice. Any data entered will be lost.

**Previous (F12)**

Use this to return to the [Enterprise](#) Miscellaneous Invoicing with Stock Update Customer Selection window to re-start the invoice entry. Any data entered will be lost.

**Settlement Override (F13)**

Use this to override the payment details. The Payment Override window is displayed.

**Price Overrides (F14)**

This function is only available when Advanced Pricing is in operation. Use this to display the Header Price Overrides window.

**Additional Overrides (F16)**

Use this to display the Additional Overrides window.

**Enterprise Supplier (F17)**

Use this to select a specific [Enterprise supply company](#) and stockroom combination. The chosen combination will then be the default combination used on the subsequent line entry windows.

**Note:** *Miscellaneous Invoicing does not use the supply rules, therefore the place from which stock is to be taken is entered here or on the individual invoice lines.*

### Currency Overrides (F19)

Where the invoice currency is not the same as the base currency, this can be used to override the defaulted currency, currency rate code and currency rate values.

### Text (F21)

Use this to maintain text attached to the invoice header. The text is available for inspection and amendment throughout the life of the invoice. The text reference has a temporary value assigned until the invoice is completed, when it becomes the invoice number.

**Note:** Specify the customer's default language in Customer Details Maintenance. You can override this default using **Additional Overrides (F16)**.

Press Enter to validate the entered details and display the company name. Press Enter again to confirm that the selected customer is correct.

## Enterprise Supplier Selection Pop-Up

To display this pop-up, select [Enterprise](#) Supplier (F17) on the [Enterprise](#) Miscellaneous Invoicing with Stock Update Header window.

Use this pop-up to select a specific [Enterprise supply company](#) and stockroom. The chosen [sourcing point](#) will then be the default used for subsequent line entry.

Initially, the [supply company](#) is selected. All the companies in the [Enterprise](#) defined as active supply companies, and have a trading relationship with the current [sales company](#), are displayed.

### Fields

#### Supplier

These fields display the [Enterprise](#) supplier codes and descriptions.

### Options

#### Select

Use this to choose a [supply company](#).

Select a company to display the Stockroom Selection pop-up.

## Stockroom Selection Pop-Up

To display this pop-up, select a valid [Enterprise](#) supplier on the [Enterprise](#) Supplier Selection pop-up.

Use this pop-up to select a specific stockroom. The chosen [sourcing point](#) will then be the default used for the subsequent line entry.



This pop-up lists all the companies in the [Enterprise](#) defined as active supply companies, and having a trading relationship with the current [sales company](#).

### **Fields**

#### **Stockroom/Description**

These fields display the stockroom codes and descriptions.

### **Options**

#### **Select**

Use this to choose a stockroom.

Select a stockroom to complete the choice of default [sourcing point](#) and return to the [Enterprise](#) Miscellaneous Invoicing with Stock Update Header window.

## Enterprise Miscellaneous Invoicing with Stock Update Detail Window

To display this window, enter a valid invoice header and then press Enter on the [Enterprise](#) Miscellaneous Invoicing with Stock Update Header window.

On the invoice detail lines, each item can only be entered once for a [supply company](#)/stockroom combination. Multiple lots may be sourced on one line. Where a detail line has multiple lots, an asterisk (\*) appears in the More field and blanks in the Lot field.

Additional price entry fields appear at the bottom of the window when Standard Pricing is in use for the company.

### **Fields**

#### **Customer Order Ref**

This field displays the customer order reference from the [Enterprise](#) Miscellaneous Invoicing with Stock Update Customer Selection window.

#### **Date**

This field displays the invoice tax point date from the [Enterprise](#) Miscellaneous Invoicing with Stock Update Header window.

#### **Currency**

These fields display the invoice currency code and description.

#### **Invoice Line Details**

Up to three lines of the invoice are displayed at once, showing the details entered.

**Supplier/SR**

Enter the [sourcing point](#) from which the stock for this invoice line will be taken. It must be a [supply company](#) and stockroom in that company. If a default was added on the [Enterprise Miscellaneous Invoicing with Stock Update Header](#) window using [Enterprise Supplier \(F17\)](#), it appears here. Otherwise, it is initially blank and a value must be entered.

You can use the prompt facility on this field to select from the [Enterprise Supplier Selection](#) pop-up.

Valid suppliers are those defined in the [Enterprise Company Relationships](#) as active supply companies.

**Item Code**

Enter the item code for a stocked item. It must exist in both the sales and supply companies.

You can use the prompt facility on this field to select from the Item Master Scan pop-up.

**Quantity**

Enter the quantity to be taken from the [supply company](#)/stockroom [sourcing point](#). There must be sufficient physical stock in the stockroom. If there is sufficient in the physical balance but it is not all available, a warning message is displayed that must be acknowledged. You may also be prompted for unique identification of the goods taken from that stockroom:

- If the item is lot-controlled, batch-controlled or serial-controlled, you will be prompted to select a lot number.
- If the stockroom is warehouse-controlled, you will be prompted to select a warehouse location and specify the appropriate pack, rotation date and label numbers that may be appropriate for the item at that location.
- If the stockroom is location-controlled, you will be prompted to select a valid location code for the item. If the item is rotation-controlled, it will assume the oldest rotation date and reduce its balance.

**UOM**

Enter the unit of measure for the entered quantity. If you do not enter a value, it will default to the item's issue units.

You can use the prompt facility on this field to select from the Purchase/ Issue Unit Selection pop-up.

**Vat Code**

This field displays the item's VAT code. It can be overridden to any valid VAT code.

You can use the prompt facility on this field to select from the Tax Code Selection pop-up.

**Additional Cost**

You can enter a value is allowed if the item is non-stocked and has no cost. This is the cost value of the non-stocked item. The value entered overrides any value that may already appear in the Item Master file record. This is multiplied by the quantity to give the cost on the line.

**Lot Number**

This is only required for lot-controlled, batch-controlled and serial- controlled items. If a single lot is required and the lot number is known, it can be entered here. If no lot number is entered, the Multiple Lot window is displayed to allow you to choose the appropriate lots. For an invoice line already entered, the **Multiple Lot Entry** option shows the current lot selection, which can be changed. Where multiple lots have been selected, an asterisk is shown in the More field in the displayed list of entered invoice lines.

You can use the prompt facility on this field to select from the Select Lot Reference pop-up.

**Fixed Price**

This field is only displayed when Standard Pricing is in operation. This is a manual price and is used when neither a price list nor a discount list is specified.

**Disc. %**

This field is only displayed when Standard Pricing is in operation. It is used to discount an existing price on a price list. If you use this field, a discount group cannot be entered.

**Price List**

This field is only displayed when Standard Pricing is in operation. Enter a price list in the same currency as the invoice. If the item does not appear on the price list, the item is not priced and a warning will be displayed.

**Disc. Grp (Discount Group)**

This field is only displayed when Standard Pricing is in operation. Use the selected discount structure to calculate price.

**Options****Amend**

Use this to amend the selected invoice line's details.

This brings the line selected to the foot of the window so that the invoice line details can be amended. This option is used for stockroom lines and warehouse lines (but not multiple lot with multiple location warehouse lines). See the table below.

**Text**

Use this to add or amend text against the selected line.

A temporary text reference number is displayed. Upon completion of the invoice, the invoice number forms this part of the key to the text. Invoice lines with text are marked with an asterisk in the Text field.

**Multiple Lot Entry**

Use this to view or change the lots against the selected line.

This is available for lot-controlled items in a non-warehouse-controlled stockroom. It is used to amend or split the previously entered lot selection. Multiple lot lines are marked with an asterisk in the More field.

**Price Overrides**

Use this to override the invoice line price against the selected line.

This option is only available when Advanced Pricing is in operation. Use it to amend the default pricing details for the selected line.

**Delete**

Use this to delete the selected line.

You will be prompted to confirm the deletion by selecting **Confirm Delete (F11)**.

**Containers**

Use this to review or amend the containers associated with this product line. The Container Generation Override pop-up is displayed. This pop-up is fully described in the [Enterprise Miscellaneous Credit Notes](#) section.

**Functions****Exit (F3)**

Use this to leave the task without completing the invoice. Any data entered will be lost.

**Prev (F12)**

Use this to return to the [Enterprise Miscellaneous Invoicing](#) with Stock Update Header window without losing the line details entered. You can make amendments to the header, such as text and default values. After pressing Enter, you may continue with the line detail entry.

**Restart (F15)**

Use this to return to the [Enterprise Miscellaneous Invoicing](#) with Stock Update Customer Selection window without completing the invoice. Any data entered will be lost.

**Containers (F20)**

Use this to review or amend the containers associated with the whole document. The Container Generation Override pop-up is displayed. This pop-up is fully described in the [Enterprise Miscellaneous Credit Notes](#) section.

Press Enter without entering a further invoice line to display the [Enterprise Miscellaneous Invoicing](#) with Stock Update Confirmation window.

## Enterprise Invoice with Stock Update Item Master Scan Detail Popup

**Options****Transaction Control (2)**

Invoke the Transaction Control Effectivity Enquiry for the selected item.

**Note:** This option is not allowed when no transaction control code is shown for an item.

### **Supersession (3)**

Invoke the Item Supersession Enquiry for the selected item.

**Note:** This option is not allowed when no supersession code is shown for an item

## Enterprise Miscellaneous Invoicing with Stock Update Confirmation Window

To display this window, press Enter without entering a further miscellaneous invoice line on the [Enterprise](#) Miscellaneous Invoicing with Stock Update Detail window.

This window is displayed once all miscellaneous invoice lines have been entered. The details shown are a confirmation of the miscellaneous invoice line details just entered.

### **Options**

#### **Price Details**

Use this against a miscellaneous invoice line to view the miscellaneous invoice price details for the selected line.

This option is only available when Advanced Pricing is in operation. The Pricing Detail Enquiry window is displayed.

### **Functions**

#### **Exit (F3)**

Use this to leave the task without completing the miscellaneous invoice. Any data entered will be lost.

#### **Pricing (F9)**

This function is only available when Standard Pricing is in operation. Use this to display the effect of the Whole Order Pricing.

#### **Previous (F12)**

Use this to return to the [Enterprise](#) Miscellaneous Invoicing with Stock Update Detail window, on which you can amend the lines. When you press Enter on that window, this confirmation window will be re-displayed.

#### **Complete Invoice (F16)**

Having reviewed the miscellaneous invoice details and confirmed that they are correct, use this to display the [Enterprise](#) Miscellaneous Invoicing with Stock Update Trailer window to complete the invoice entry.

Press Enter or select **Complete Invoice (F16)** to display the [Enterprise](#) Miscellaneous Invoicing with Stock Update Trailer window.

## Pricing Detail Enquiry Window

To display this window, select Price Details against an invoice line on the [Enterprise](#) Miscellaneous Invoicing with Stock Update Confirmation window.

This window is only available when Advanced Pricing is in operation.

It shows the pricing details of the entered invoice lines and allows you to make a more detailed enquiry. It operates in the same way as the pricing detail enquiry within the standard Invoice Enquiry.

Select **Previous (F12)** to re-display the [Enterprise](#) Miscellaneous Invoicing with Stock Update Confirmation window.

## Enterprise Miscellaneous Invoicing with Stock Update Trailer Window

To display this window, press Enter or select Complete Invoice (F16) on the [Enterprise](#) Miscellaneous Invoicing with Stock Update Confirmation window.

This window is used to add additional charges to an [Enterprise](#) miscellaneous invoice. Unlike the standard Miscellaneous Invoices, an [Enterprise](#) miscellaneous invoice cannot be raised for charges only. The extra charges that can be added here apply only to the customer facing invoice/credit. They are not transferred to the [supply company](#) invoice.

This window maintains a running total for the invoice in both base and prime values.

### **Fields**

#### **Customer Order Ref**

This field displays the customer order reference from the [Enterprise](#) Miscellaneous Invoicing with Stock Update Customer Selection window.

#### **Date**

This displays the invoice tax point date from the [Enterprise](#) Miscellaneous Invoicing with Stock Update Header window.

#### **Currency Code**

These fields display the invoice currency code and description.

#### **Currency Rate**

These fields display the currency conversion rate and rate type identifier from the [Enterprise](#) Miscellaneous Invoicing with Stock Update Header window.

#### **Print Invoice Immediately**

The invoice can be printed on completion of this window or later, via the batch menu task.

Use this checkbox as follows:

Unchecked - To print the invoice later

Checked - To print the invoice immediately

### **Charge Code**

Enter up to three charge codes.

Where Customer Delivery Address charges are established, these charges will be applied to the sales Invoice/Credit automatically.

You can use the prompt facility to select from the SUNC Miscellaneous Charge Codes pop-up.

### **Description**

This field displays the descriptions of the selected charge codes.

### **Charge Value**

This field defaults to the value held against the selected code but may be changed.

**Note:** *Default values taken from the Inventory Descriptions file are absolute values and not converted to the prime currency of the invoice.*

**Note:** *percentage type charges are non-maintainable.*

### **VAT Code**

This field defaults to the value associated with the charge code entered. An alternative VAT code may be entered.

You can use the prompt facility on this field to select from the Tax Code Selection pop-up.

### **VAT Rate**

This field displays the VAT rate percentage held against the VAT code for the tax point date.

**Note:** *The VAT code defaults from the charge code description, but if this tax code has not been established on the VAT tables, the VAT will be calculated at zero percent.*

### **Total Charge**

This field displays the sum of the invoice lines and charges.

### **Total VAT**

This field displays the sum of the VAT on the invoice lines and charges.

### **Invoice Total**

This field displays the sum of the Total Charge and Total VAT fields.

## **Functions**

### **Exit (F3)**

Use this to leave the task without completing the invoice. Any data entered will be lost.

### **Previous (F12)**

Use this to return to the [Enterprise](#) Miscellaneous Invoicing with Stock Update Detail window. Any charges entered on this window will be lost.

You can make changes to the lines. After you press Enter again, this confirmation window will be re-displayed.

**Restart (F15)**

Use this to return to the [Enterprise](#) Miscellaneous Invoicing with Stock Update Customer Selection window without completing the invoice. Any data entered will be lost.

Press Enter with valid data to complete the invoice entry. The [Enterprise](#) Miscellaneous Invoicing with Stock Update Customer Selection window is re-displayed, showing the invoice number allocated to the invoice you have just generated.



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## Chapter 4 Enterprise Enquiries

### Introduction to Enterprise Enquiries

The scope of an [Enterprise](#) enquiry is determined by the content of a particular [supply chain](#) but in all cases, it offers these key features:

- It allows access via any of the orders in the [supply chain](#), in any of the [enterprise](#) companies.
- Alternatively, invoice or credit note numbers can be used to find the orders.
- It shows all the related orders in the [supply chain](#).
- Drill-down options show the standard enquiry windows.
- Access is via an [Enterprise](#) menu option or from the standard order enquiries.
- The [supply chains](#) are preserved once they are complete, so that it is possible to enquire on historical orders.

**Note:** Where the drill-down features show a standard enquiry window, examples and explanations of those standard windows are not always described in this document. For full information, refer to the standard product guides.

### Supply Chain Enquiry [1/EOE]

Use this task to view a [supply chain](#).

An [Enterprise supply chain](#) is a number of linked orders that can span more than one company. This enquiry is the way of viewing this [supply chain](#).

The supply rules used by the [sourcing](#) process in [Sales Order](#) Entry determine the method of supply, which in turn determines the structure of the [supply chain](#), and therefore the number of linked orders in this chain.

Access to the [supply chain](#) is via any of the orders or invoices in that chain, from which drill-down options to further enquiry windows show statuses, dates, and balance details etc.

The container lines associated with ordered products are suppressed. You can enquire on reverse [supply chains](#) that represent goods and empty containers returned to the [supply company](#).

## Supply Chain Enquiry Selection Window

To display this window, select the [Supply Chain Enquiry](#) task.

This window is the starting point for any [supply chain](#) enquiry, through the selection of a chain by entering any order or invoice number related to a document in the chain.

### **Fields**

#### **Enter Company Code**

This defaults to the current company but can be changed to reference an order or invoice in another company in the [enterprise](#).

You can use the prompt facility on this field to select from the Select Company pop-up.

#### **Document Type**

Enter an appropriate document type to qualify the document number entered in the following Document Number field.

Alternatively, use the prompt facility to select from the EODT [Enterprise](#) Document Type pop-up. The types are currently:

I - Sales Invoice/Credit Note P - [Purchase Order](#)

S - [Sales Order](#)

W - Production Order

#### **Document Number**

Enter either a [sales order](#) or a [purchase order](#) in the selected company; alternatively, enter a sales invoice or credit note number in the selected company, from which the related [sales order](#) will be retrieved to display the [supply chain](#) of orders.

If you have specified a document type, you can use the prompt facility on this field to select from the relevant pop-up.

#### **Line Number**

Enter the line number of the order or invoice, if known. If a document number is entered without a line number, the appropriate Line Selection pop-up is automatically displayed. This pop-up is also displayed if you use the prompt facility on this field for a document with more than one line.

Enter or select a valid order, invoice or credit note and line number and then press Enter to display the [Supply Chain](#) Enquiry window.

## Sales/Purchase Order Line Selection Pop-up

To display this pop-up, enter either a sales or [purchase order](#) number, leaving the line number blank, and then press Enter on the [Supply Chain](#) Enquiry Selection window.

Use this window to select the line for your enquiry.

**Note:** The title of this window will be either [sales order](#) Line Selection or [Purchase Order](#) Line Selection, depending on the type of the order you specified.

### **Fields**

#### **Order Number**

This field displays the order number selected.

#### **Customer/Supplier**

This field displays the name of the customer for a [sales order](#) or the supplier for a [purchase order](#).

#### **Item Code**

This field displays the item code on each order line.

#### **Description**

This field displays the description for each item.

#### **Due Date**

This field displays the date on which the order line is due.

#### **Status (Sts)**

This field displays the status as follows:

Blank - To indicate an outstanding line

C - To indicate that the line is complete

X - To indicate that the line is cancelled

### **Options**

#### **Select**

Use this against the line you wish to select to display the [Supply Chain](#) Enquiry window.

Select an order line to display the [Supply Chain](#) Enquiry window.

## Invoice/Credit Note Line Selection Pop-up

To display this pop-up, enter either an invoice or credit note number, leaving the line number blank, and then press Enter on the [Supply Chain](#) Enquiry Selection window.

Use this pop-up to select the line for your enquiry.

**Note:** The title of this pop-up will be either Invoice Line Selection or Credit Note Line Selection, depending on the type you entered.

### **Fields**

**Invoice Number**

This field displays the invoice or credit note number selected.

**Customer**

This field displays the name of the customer on the invoice or credit note.

**Item Code**

This field displays the item code on each invoice line.

**Description**

This field displays the description for each item.

**Dsp Date**

This field displays the date on which the goods were despatched.

**Status (Sts)**

This field displays the status as follows:

Blank - To indicate that invoices or credit notes are not yet printed

1 - To indicate that invoices or credit notes are already printed

**Options****Select**

Use this against the line you wish to select.

Select a line to display the [Supply Chain](#) Enquiry window.

## Consolidated Invoice Selection Pop-up

To display this pop-up, enter a consolidated invoice and then press Enter on the [Supply Chain](#) Enquiry Selection window.

If you select an invoice number and that invoice is a consolidated invoice, this pop-up is displayed to allow you choose which of the order [supply chains](#) to follow.

**Options****Select**

Use this against the line you wish to select.

Select an invoice line to display the [Supply Chain](#) Enquiry window.

## Supply Chain Enquiry Window

To display this window, enter a valid [sales order](#), [purchase order](#), invoice or credit note number and then press Enter on the [Supply Chain](#) Enquiry Selection window.

If the invoice or credit note number specified relates to a [sales order](#), the [supply chain](#) is shown with order numbers. However, if the invoice number specified is for a miscellaneous invoice, the [supply chain](#) is shown with invoice numbers.

The complete [supply chain](#) is shown with the initial order selection highlighted.

The top of the list is the external customer [sales order](#) and the bottom is the original source of the goods.

From this window, a number of drill-down options are available to enquire further on any point in the [supply chain](#), including the displaying of order and invoice details in the partner company.

### **Fields**

#### **Item**

These fields display the item and description for the selected order line.

#### **Type**

This field indicates the type of document listed in the Reference field as follows:

SO - [Sales Order](#) or [Supply Order](#)

SD - [Direct Delivery](#) Sales or [Supply Order](#)

PO - [Purchase Order](#)

PD - [Direct Delivery](#) [Purchase Order](#)

RQ - Requisition

IN - Sundry Invoice

#### **Order Reference/Line**

For an order [supply chain](#), this field displays the company, order number and order line number of this document in the [supply chain](#).

For an [Enterprise](#) miscellaneous invoice or credit note selection, this field displays the company, invoice or credit note number and line number.

#### **Location**

This field displays the name of the party to whom the document relates: either a supplier or a customer.

#### **Delivery Quantity**

This field displays the quantity due to be delivered.

#### **UOM**

This field displays the unit of measure for the above quantity.

**Promised Shipping Date**

This field displays the date on which the order is due to be shipped.

**Mthd**

This field displays the despatch method recorded on the order.

**Status**

This field displays the current status of this document line as follows:

Sales Order

CA - Order cancelled

WH - Warehouse pick note required

DF - Fully despatched

DP - Part despatched

PF - Complete pick note printed

PP - Partial pick note printed

AF - Fully allocated

AP - Partially allocated US - Unsourced

AK - Acknowledgement printed

If a [sales order](#) is suspended, the suspense code and description are shown.

Purchase Order

RF - Fully received into stock

RP - Partially received into stock

IF - Fully received into inspection

IP - Partially received into inspection

GF - Fully received into goods inwards

GP - Partially received into goods inwards

PR - [Purchase order](#) printed

AU - [Purchase order](#) audit report printed

OP - [Purchase order](#) open

**Receipt Date**

This field displays the date on which the customer is due to receive the order.

**Options**

**Order Detail**

Use this to display the [Sales Order](#) Line or [Purchase Order](#) Line window, as appropriate for the order type. If a [purchase order](#) supply is still an unconfirmed requisition, this option is not appropriate.

**Basic Details**

Use this to display the [Sales Order](#) Basic or [Purchase Order](#) Basic window, as appropriate for the order type. If a [purchase order](#) supply is still an unconfirmed requisition, the Requisition window will be displayed instead.

**Reservations**

Use this to display the standard Reservations window, from which you can drill down to the related supply or demand order.

**Note:** The **Batch Allocations** option is not currently supported.

**Invoice/Credit**

Use this to display a Sales Invoice Line window for a [sales order](#), or a purchase invoice via the Advice Notes window for a [purchase order](#).

**Note:** If invoices are being shown, only the **Invoice/Credit** option is available.

**Functions****Rebuild (F5)**

In a situation where the structure, content or status of the orders in the [supply chain](#) may have changed since the enquiry was first displayed, this can be used to refresh the display with the current position.

The next window displayed depends on the selection option taken. Pressing Enter is not normally required.

## Order Line Enquiry Window

To display this window, select a [sales order](#) with **Order Detail** on the [Supply Chain](#) Enquiry window.

This window is also displayed when you select a Demand Order on the Reservations window.

This window is the more or less the same as that displayed in the standard [Sales Order](#) Enquiry.

**Note:** Refer to the standard [Sales Order](#) Processing product guide for a full description of this window.

**Functions****Changes Log (F13)**

Use this to display the [Sales Order](#) Changes window.

Press Enter to return to the [Supply Chain](#) Enquiry window.

## Sales Order Line Basics Enquiry Pop-up

To display this pop-up, select a [sales order](#) with Basic Details on the [Supply Chain](#) Enquiry window.

Use this pop-up to view basic details for the selected [sales order](#) line.

### **Fields**

#### **Order Reference**

A [sales order](#) reference is made up of the selling company code, [sales order](#) number and order line number.

#### **Order Quantity**

This field displays the quantity ordered.

#### **Outstanding Qty**

This field displays the quantity outstanding to be despatched.

#### **Despatched Qty**

This field displays the quantity despatched.

#### **Last Three Despatch Notes**

The following information is displayed for the last three despatch notes: despatch note number, despatch date, despatch quantity and unit of measure.

Select **Previous (F12)** to return to the [Supply Chain](#) Enquiry window.

## Reservations Enquiry Pop-up

To display this pop-up, select a [sales order](#) with **Reservations** on the [Supply Chain](#) Enquiry window.

This is similar to the standard Reservations enquiry from within the stand-alone Sales and [Purchase Order](#) enquiries, where the [back-to-back](#) reservations are listed and each can then be selected to retrieve the related [back-to-back](#) order.

When you are initially selecting a demand order ([sales order](#)), the reservations shown will be supplies, so that the subsequent enquiry option will be to view that [supply order](#).

When you are initially selecting a [supply order](#) ([purchase order](#)), the reservations shown will be the demand, so that the subsequent enquiry option will be to view that demand order.

### **Fields**

#### **Order Number/Line Number (Untitled)**

This field displays the order number and line number specified.

#### **Order Type (Untitled)**

This field displays the type of order specified.



**Reference**

For a [purchase order](#), the reference is in three parts: the [purchase order](#) number, the order line number and the schedule sequence number.

For a [sales order](#), the reference is in two parts: the [sales order](#) number and the order line number.

**Type**

This field displays the order type as follows:

S/O - [Sales order](#)

Purc - [Purchase order](#)

**Due Date**

This field displays the date on which the order is due.

**Reserved**

This field displays the quantity on this order that is reserved for the next order up in the [supply chain](#).

**UOM**

This field displays the unit of measure of the reserved quantity.

**Options****Supply Order Enquiry**

Use this against a [purchase order](#) to display the [Purchase Order](#) Enquiry window.

**Demand Order Enquiry**

Use this against a [sales order](#) line to display the [Sales Order](#) Line window

**Functions****Previous (F12)**

Use this to return to the main [Supply Chain](#) Enquiry window.

Select [Supply Order Enquiry](#) or [Demand Order Enquiry](#) against an order line to show the reservation in greater detail.

## Despatch Notes Enquiry Selection Pop-up

To display this pop-up, select a [sales order](#) with Invoice/Credit on the [Supply Chain](#) Enquiry window in instances where there is more than one invoice for the order.

All the invoiced despatches for this order are shown to allow selection of a particular invoice.

**Options**

Select

Use this against a despatch note line to display its sales invoice details.

### **Functions**

Previous (F12)

Use this to return to the main [Supply Chain](#) Enquiry window.

Select a despatch note line to display the Sales Invoice Enquiry window.

## Sales Invoice Enquiry Window

To display this window, select a [sales order](#) with Invoice/Credit on the [Supply Chain](#) Enquiry window. In instances where there is more than one invoice for the order, the Despatch Notes Enquiry Selection pop-up is displayed before this window.

This window is more or less the same as the standard Sales Invoice Line enquiry and therefore no further details are documented here.

**Note:** Refer to the standard [Sales Order](#) Processing product guide for a full description of this window.

Select **Previous (F12)** to return to the [Supply Chain](#) Enquiry window.

## Sales Order Acknowledgement Trigger Enquiry Pop-up

To display this pop-up, select **Changes Log (F13)** on the Order Line Enquiry window or the [Purchase Order](#) Line Enquiry window.

Use this pop-up to view changes made to a [sales order](#) line, or the [supply order](#) in the [supply company](#). These are the same events captured during the life cycle of the [sales order](#) for optional printing on [Sales Order](#) Acknowledgements.

### **Fields**

#### **Order Number/Line**

These fields display the [sales order](#) number and line number specified.

#### **Customer**

These fields display the customer code and delivery sequence number of the order. In a [supply company](#), this will be the internal customer.

#### **Code/Description**

These codes are the same as those shown in the [Sales Order](#) Acknowledgement event selection process. They indicate what kind of change event has occurred:

01 - New order created

02 - Quantity change

- 03 - Required delivery date changed
- 04 - Promised delivery date changed
- 06 - Additional order line added
- 10 - Price changed
- 11 - Order released from suspension
- 12 - Pick note created
- 13 - Pick note cancelled
- 14 - Order line cancelled
- 15 - Order cancelled

**Date/Time Created**

This field displays the date and time at which the change occurred and the event was logged.

**Indicator (Ind)/Processed**

While the indicator is blank and there is no processed date shown, the event has been logged but no action has yet been taken to report the change to the customer on a [sales order](#) acknowledgement.

One of the following may be displayed:

I - This indicates that the event has been ignored and that it is not required to be printed on the acknowledgment. The date is set at the point at which the Ignore option was chosen.

P - This indicates that the event has been printed on an acknowledgement, with the date set to the day on which it was printed.

Select **Previous (F12)** to return to the [Sales Order](#) Line Enquiry or [Purchase Order](#) Line Enquiry window.

## Purchase Order Line Enquiry Window

To display this window, select a [purchase order](#) with **Order Detail** on the [Supply Chain](#) Enquiry window.

This window is also displayed when you select a [supply order](#) on the Reservations window.

This window is more or less the same as the standard [Purchase Order](#) enquiry and therefore only the significant [Enterprise](#)-related difference is described below.

**Note:** Refer to the standard *Purchase Management product guide* for a full description of this window.

**Functions**

### Supplier Changes (F13)

If this [purchase order](#) is against an internal [enterprise](#) supplier, this function is available to enquire on changes the supplier has made to his order. This then displays the [Sales Order Changes](#) window for the supplier's [supply order](#).

Select **Previous (F12)** to return to the [Supply Chain](#) Enquiry window.

## Purchase Order Line Basics Enquiry Pop-up

To display this pop-up, select a [purchase order](#) with **Basic Details** on the [Supply Chain](#) Enquiry window.

Use this window to view basic details for the selected [purchase order](#) line.

### Fields

#### Order Reference

A [purchase order](#) reference is made up of the buying company code, [purchase order](#) number and order line number.

#### Order Quantity

This field displays the quantity ordered.

#### Outstanding Qty

This field displays the quantity still to be received.

#### Qty - Goods In

This field displays the quantity received into goods inwards.

#### Qty - Inspection

This field displays the quantity received into inspection.

#### Qty - Stores

This field displays the quantity received into stores.

#### Qty - Received

This field displays the total quantity received into all the above receiving locations.

Select **Previous (F12)** to return to the [Supply Chain](#) Enquiry window.

## Requisition Line Enquiry Pop-up

To display this pop-up, select **Basic Details** on the [Supply Chain](#) Enquiry window against a supply that is still a requisition and has not been converted to a [purchase order](#).

Use this pop-up to view details of requisitions.

**Note:** Normally, requisitions for internal supplies are automatically converted to confirmed [purchase orders](#) and therefore requisitions of this kind will only be seen in exceptional circumstances.

## **Fields**

### **Requisition Number**

This field displays the unique reference number automatically generated by the system when the requisition was created.

### **Order Number/Line**

These fields display the [sales order](#) number and line number of the related [back-to-back sales order](#) which this requisition is intended to supply.

### **Source**

This field indicates which application created the requisition:

E - [Enterprise](#) Supply

O - Local [Back-to-Back](#) supply

M - MPS

R - MRP 2 - DRP

S - Stock manual requisition

N - Non-stock manual requisition

### **Status**

This field displays the Release flag, which, on a new requisition, is initially set to the value established in the Purchase Management company profile. It may have been changed manually via Requisition Confirmation.

### **Planner**

This field displays the purchasing officer code assigned to this item in the buying company.

### **Department**

This field displays the department associated with the requisitioner via authorisation maintenance, or subsequently changed via Requisition Confirmation.

### **Stockroom**

This field displays the planned supply stockroom that will also be the [purchase order's](#) receiving stockroom

### **Item**

This field displays the item code of the item being ordered.

### **Qty**

This field displays the quantity being ordered.

**UoM**

This field displays the unit of measure of the quantity being ordered.

**Supplier**

This field displays the supplier code of the internal [Enterprise](#) supplier due to supply these goods.

**Price**

This field displays the internal purchase or trading price.

**Date Requested**

This field displays the date on which the requisition was created.

**Date Due**

This field displays the date on which the [purchase order](#) is due to be received into the supply stockroom.

**Customer**

This field displays the customer for the related [back-to-back sales order](#).

**Supplier Error**

This field displays **E** if the supplier is invalid.

**Item Error**

This field displays **E** if the item is invalid.

**Planner Error**

This field displays **E** if the purchasing officer is invalid.

**Item/Supplier Error**

This field displays **E** if the item/supplier profile does not exist.

Select **Previous (F12)** to return to the [Supply Chain](#) Enquiry window.

## Advice Note Selection Pop-up

To display this pop-up, select a [purchase order](#) with **Invoice/Credit** on the [Supply Chain](#) Enquiry window in instances where there is more than one invoice for the order.

All the receipt advice notes for this order are shown to allow selection of a particular invoice.

**Options****Invoice Details**

Use this against an advice note to display its purchase invoice details.

**Functions**

### Receipts (F13)

Use this to display the standard [Purchase Order](#) Receipts window, which is the same window as you would see in a stand-alone Purchase Management enquiry.

Select **Invoice Details** against an advice note line to display the Purchase Invoice Enquiry window.

## Purchase Invoice Enquiry Window

To display this window, select a [purchase order](#) with Invoice/Credit on the [Supply Chain](#) Enquiry window. In instances where there is more than one invoice for the order, the Advice Note Selection pop-up is displayed before this window.

This window is the more or less the same as that displayed in the standard Purchase Invoice Line enquiry and therefore no further details are documented here.

**Note:** Refer to the standard Purchase Management product guide for a full description of this window.

Select **Previous (F12)** to return to the [Supply Chain](#) Enquiry window.

## Sales Order Enquiry – Sales [1/OEE]

The standard [Sales Order](#) Processing enquiry task has an additional option when you are operating in an [Enterprise](#) environment, which allows access to [supply chains](#) in the [Enterprise](#).

## Whole Order Enquiry Window

To display this window, select the **Whole Order Enquiry** task and select an order.

This is the starting point for any [supply chain](#) enquiry. You select a chain by entering any order or invoice number related to a document in the chain.

When you are operating in an [Enterprise](#) environment, an additional [Supply Chain](#) option is available to branch from this order to others in the [supply chain](#).

### **Options**

#### **Supply Chain**

Use this to select an order line and branch to the [Supply Chain](#) Enquiry window, showing the [supply chain](#) to which this order belongs. The [Supply Chain](#) Enquiry window is described elsewhere in this chapter.

Use [Supply Chain](#) against a line to display the [Supply Chain](#) Enquiry window.

## Sales Order Enquiry – Purchasing [13/PMP]

The standard Purchase Management enquiry task has an additional option when you are operating in an [Enterprise](#) environment, which allows access to [supply chains](#) in the [Enterprise](#).

## Purchase Order Enquiry Window

To display this window, select the [Purchase Order Enquiry](#) task and select an order.

When you are operating in an [Enterprise](#) environment, an additional [Supply Chain](#) option is available to branch from this order to others in the [supply chain](#).

### **Options**

#### **Supply Chain**

Use this to select an order line and branch to the [Supply Chain](#) Enquiry window, showing the [supply chain](#) to which this order belongs. The [Supply Chain](#) Enquiry window is described elsewhere in this chapter.

Use [Supply Chain](#) against a line to display the [Supply Chain](#) Enquiry window.

## All Stockrooms for an Item Enquiry [5/INE]

The standard Inventory enquiry that allows you to view all the stocks for an item has an additional feature when you are operating in an [Enterprise](#) environment: it allows visibility of stock balances in other companies in the [Enterprise](#).

The range of companies and stockrooms visible is dependent on the [Enterprise](#) Relationship, that is, the definition of which companies are active members of the [Enterprise](#).

If you are signed into an [Enterprise](#) company, you can see all other companies in the [Enterprise](#); regardless of whether those companies are active as sales or supply companies, you can see those companies' stockrooms.

**Note:** *Visibility of those companies or stockrooms is not dependent on the supply rules in any way, and therefore it is only an indication of stock balances, with no reference as to whether you might be entitled to that stock.*

## All Stockrooms for an Item Enquiry Selection Window

To display this window, select the All Stockrooms for an Item task.

This window has an additional function when you are operating in an [Enterprise](#) environment, which allows visibility of stockrooms in other companies in the [Enterprise](#).



If the current Inventory company is not a member of the [Enterprise](#), [Enterprise](#) (F14) is not available.

Similarly, if the current Inventory company is an [Enterprise](#) member but is neither an active [sales company](#) nor an active [supply company](#), [Enterprise](#) (F14) is not available. This allows for the situation where new companies are in the process of being defined to the [Enterprise](#) but are not yet available, or perhaps where a company has been removed from the [Enterprise](#).

If the retrieved Inventory company is an active sales or [supply company](#), that company is included in the displayed list.

### **Fields**

#### **Item**

Enter a valid item.

Alternatively, use the prompt facility to select from the Item Master Scan pop-up.

### **Functions**

#### **Enterprise (F14)**

Use this in combination with an item code to display item stock balances for stockrooms throughout the [enterprise](#). They are listed in company/ stockroom sequence, so that the current Inventory company will be in the midst of this list. The companies shown are dependent on the [Enterprise](#) Relationship. The All Stockrooms for an Item Enquiry [Enterprise](#) Wide window will be displayed

If you press Enter, the stock balances for all the stockrooms for this item in the current Inventory company will be displayed, just as they would in a non-[Enterprise](#) environment.

## All Stockrooms Enterprise Wide Enquiry Window

To display this window, select [Enterprise](#) (F14) on the All Stockrooms for an Item Enquiry Selection window.

Use this window to view the stock position of your selected item across all [Enterprise](#) companies.

### **Fields**

#### **Item**

These fields display the specified item code and its description.

#### **Company**

This field displays a company that is either an active sales or supply [Enterprise](#) company.

#### **Stockroom**

This field displays a stockroom in the [Enterprise](#) company.

#### **Unit of Measure**

This field displays the item's issue unit.

### Balances

This shows the current stock balances for this item in this stockroom in the [enterprise](#) company. The balances are shown in the item's issue units.

### Options

#### Select

Use this to display the standard Inventory/Stockroom Enquiry window for the item in that company and stockroom.

#### Stock Availability

Use this to display the standard Stock Availability Enquiry window.

Use **Select** or **Stock Availability** against a line to display the appropriate enquiry window.

## Item/Stockroom Enquiry Window

To display this window, select a line on the All Stockrooms [Enterprise](#) Wide Enquiry window.

This window shows the same item/stockroom details that you would see from the stand-alone Item/Stockroom Enquiry task. The only difference is the identification of the [Enterprise](#) company, as described below.

### Fields

#### Stockroom

These fields display the specified [Enterprise](#) stockroom code and description.

Select **Stock Availability (F18)** to display the Stock Availability Enquiry window. Various other functions are also available.

## Stock Availability Enquiry Window

To display this window, use **Stock Availability** against a line on the All Stockrooms [Enterprise](#) Wide Enquiry window.

This window may also be displayed using the Stock Availability Enquiry from other standard menu options.

The window is the same as that which you would see from a stand-alone Stock Availability Enquiry task.

The difference with the introduction of [Enterprise](#) concerns the database used to identify reservations on [back-to-back](#) orders. These back-to-back links are now preserved when an order has been completed, so that historical [supply chain](#) enquiries are possible. This also means that local [back-to-back](#) purchase and make to order links are also preserved.

Visually, there is no difference in this Stock Availability enquiry; an order that is fully satisfied will not show an outstanding reservation.

Various functions are available on this window.



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## Chapter 5 Enterprise Reports

### Enterprise Reports Introduction

When [Enterprise](#) is active in a company, significant changes to a [sales order](#) are recorded and those changes can be printed on the [sales order](#) acknowledgement. This feature is optional.

The logging of change events on a [sales order](#) is only activated when you are operating in an [Enterprise](#) environment if the company is established as an active sales or [supply company](#). These events are then subsequently seen in the [Sales Order](#) Acknowledgement task to allow the customer service personnel to decide whether a revised order acknowledgement should be sent to the customer.

Although a number of change events are recorded, you can choose which are significant to the installation or business and ought to be reported.

### Order Acknowledgements [1/OER]

A number of tasks identify significant events that occur in the processing of [sales orders](#), recording those events for subsequent reporting and enquiry.

The following table shows the relevant tasks, the significant events and the recorded event code.

Task	Event	Event Code
Order Capture Order Entry	New order created	01
Order Capture Order Amendment	Quantity changed	02
Order Capture Order Amendment	Required delivery date changed	03
Order Capture Order Amendment	Promised delivery date changed	04
Order Capture Order Amendment	Additional order line added	06

Task	Event	Event Code
Order Capture Order Amendment	Price changed	10
Order Capture Order Amendment	Order released from suspension	11
Order Capture Order Amendment	Order line cancelled	14
Suspended Order Released	Order released from suspension	11
Create Pick Note	Pick note created	12
Cancel Picking note	Pick note cancelled	13
Order Cancellation	Order line cancelled	14
Order Cancellation	Order cancelled	15

Although all these events are detected and recorded, they do not all have to be reported.

- If a particular event is regarded as unimportant, the event can be suppressed completely by an installation setting for a particular code.
- The event can be prevented from being printed on an acknowledgement by being manually suppressed when you run the [Sales Order](#) Acknowledgment task.
- The acknowledgement does not have to be printed at all - this is optional.

The event codes must be present in the Inventory Descriptions file, under type ACKS. These entries control two features:

- The event can be suppressed.
- The standard event descriptions can be changed to something more suitable for the particular installation or business.

**Note:** In some places, these events are also described as **triggers**.

## Sales Order Print/Reprint Selection Window

To display this window, select the **Order Acknowledgements** task.

The basic purpose and processing of acknowledgements and the initial selection window are similar to those in the standard Order Acknowledgements task, so only the significant [Enterprise](#)-related differences are described below.

**Note:** Refer to the standard [Sales Order](#) Processing product guide for a full description of this task.

### **Fields**

#### **Order Number From/To**

Enter a single order number or a range of order numbers.

**Customer**

Alternatively, enter a customer code to retrieve orders for this customer.

You can use the prompt facility on this field to select from the Customer Scan pop-up.

**Include Already Printed**

Use this checkbox as follows:

Unchecked (default) - To select only new orders

Checked - To allow acknowledgements to be re-printed

This field must be **checked** if you are going to use **Modified/Cancelled Orders (F20)** to view the modified orders.

**Functions****Submit (F8)**

Use this without going through the **Modified/Cancelled Orders (F20)** review process to print all orders matching the selection criteria.

**Note:** *All outstanding change events will be reported. This submits the acknowledgement print task to the job queue.*

**Modified/Cancelled Orders (F20)**

Use this review the orders matching the selection criteria, thus giving you the opportunity to further control which orders are printed and which change events are reported.

Select **Modified/Cancelled Orders (F20)** to display the Acknowledgements Modified/Cancelled Orders Print window.

## Acknowledgements Modified/Cancelled Orders Print Window

To display this window, select **Modified/Cancelled Orders (F20)** on the [Sales Order](#) Print/Reprint Selection window.

Use this window to review the displayed orders, giving you the opportunity for further control over which orders are printed and which change events are reported.

**Fields****Customer (Untitled)**

If you specified a customer on the [Sales Order](#) Print/Reprint window, that customer is displayed here. Otherwise, the field is left blank.

**Order Range**

This confirms the order range entered on the [Sales Order](#) Print/Reprint window.

Each line shown in the detail section of this window is an order that falls within the selection criteria and has an outstanding change event that has not yet been reported.

**Select (Sel)**

Select one of the following:

1 - To request printing of an order acknowledgement to be printed

The print is actioned once all required orders are selected and **Submit (F8)** is selected.

2 - To mark all events on this order as Suppressed and remove the order from the displayed list

The order is no longer available for printing.

*Note: If there are multiple events recorded against an order and only some of them need to be suppressed, select the order for printing and then select **Submit (F8)** to display the Multiple Acknowledgement Triggers Exist pop-up, which allows individual events to be selected.*

From that window, the normal order drill-down options are available, including the link to the [Enterprise Supply Chain](#) Enquiry. You can then proceed via the sales details to the changes log.

**Order**

This field displays the [sales order](#) number.

**Customer Ref**

This field displays the customer's [purchase order](#) reference from the [sales order](#).

**Name**

This field displays the customer's name.

**Date**

This field displays the date on which this change event occurred.

**Modification**

This field displays the description of the change event on this order.

If there is more than one outstanding change event recorded against this order, just the first event is displayed here. The others can be seen in the enquiries and when you select the line for printing.

**Ackn.**

This field indicates whether an acknowledgement has previously been printed for this order:

One of the following is displayed:

Y - If an acknowledgement has previously been printed

N - If an acknowledgement has not previously been printed

Select **Submit (F8)** to submit the job to the job queue.



## Multiple Acknowledgements Triggers Exist Pop-up

To display this pop-up, select **Submit (F8)** on the [Sales Order](#) Print/Reprint Selection window. This pop-up will only be displayed for instances where more than one outstanding change event is recorded against an order.

This pop-up displays all the change events that have occurred, including those on individual lines, allowing each to be either included in or suppressed from the printed acknowledgement.

If more than one order was selected for printing, this pop-up will be displayed for each order where it is appropriate.

### **Fields**

#### **Order Number/Customer**

These fields identify an order that has multiple change events not yet reported.

Each line then shown is each of the change events on this order.

#### **Select (Sel)**

By default, all events are selected for printing.

Select one of the following:

1 (default) - To print this event on the acknowledgement

2 - Not print this event on the acknowledgement

#### **Line**

This field displays the order line on which the event occurred.

**Note:** Events that are applicable to the whole order are shown against line 1.

#### **Reason**

This field displays the description of the change event on this order or line.

#### **Date**

This field displays the date on which this change event occurred.

### **Functions**

#### **Confirm Submit (F8)**

Use this to confirm that this order should be printed, once you have chosen which events should and should not be included.

#### **Cancel (F12)**

Use this to cancel this order from the selection if you now decide that this order should not be printed.

Select Confirm **Submit (F8)** to confirm that this order is to be printed.



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## Chapter 6 Enterprise Utilities

### Supply Order Reconciliation [1/EOU]

Select the [Supply Order](#) Reconciliation task.

You can run this task for a [supply company](#) task. It will check all outstanding order [supply chains](#) for discrepancies and produce a report detailing the errors found.

It looks for [supply chains](#) that are for any reason incomplete or corrupt: the kind of condition that might occur if there has been technical problem or perhaps some kind of manual intervention in the past.

It is comparing three major elements in the [supply chain](#):

- The [purchase order](#) in the [sales company](#) that is placing the demand
- The reservation in the [supply chain](#) link
- The [supply order](#) in the [supply company](#) that is [sourcing](#) that demand

**Note:** This task produces a report identifying the errors. It cannot, and does not, correct any errors.

The report is produced in [purchase order](#) number sequence.

Select **Confirm Submit (F8)** to process the batch job.

### Reservation Reconciliation (No Update) [2/EOU]

Select the Reservation Reconciliation (No Update) task.

You can run this task for any company.

It will check all outstanding [supply chains](#) for discrepancies between the reservations on the [supply chain](#) link records and the associated supply and demand order. A report is produced detailing the errors found.

This allows the report to be run initially to check for errors. If discrepancies are uncovered, it might be advisable to run the reconciliation again in its update mode to correct the imbalances automatically.

The reconciliation is performed in two stages or views of the [supply chain](#):

- [Sales order](#) demand is checked against the reservation supply link and then in reverse.
- The supplies are checked against the reservation demand link.

This means:

- For all [sales order](#) lines, it checks if there is an associated [supply chain](#) link and whether that link is applicable and correct.

Then

- For all forms of supply (requisitions, [purchase orders](#), works orders and lot allocations), it checks if there is an associated demand chain link and whether that link is applicable and correct.

These two stages are reported in five different sections on the report:

- [Sales Order](#) Details Then
- Requisition Details
- [Purchase Order](#) Details
- Works Order Details
- Lot Details

Select **Confirm Submit (F8)** to process the batch job.

**Note:** This task produces a report identifying the errors. It cannot, and does not, correct any errors.

## Reservation Reconciliation (with Update) [3/EOU]

Select the **Reservation Reconciliation (with Update)** task.

You can run this task for any company.

Please refer to the Reservation Reconciliation (No Update) section for further details.

Use this task to run a reconciliation and correct any discrepancies. Select Confirm Submit (F8) to process the batch job.

## Invoice Reconciliation [4/EOU]

Select the **Invoice Reconciliation** task.

This will look at all invoices related to [enterprise](#) supplies and check the associated purchase invoice in the [sales company](#) for discrepancies. A report is produced detailing the errors found.

**Note:** This task produces a report identifying the errors. It cannot, and does not, correct any errors.

Select **Confirm Submit (F8)** to process the batch job.

## Supply Chain Suspended Orders Report [5/EOU]

Select the [Supply Chain Suspended Orders Report](#) task.

You can run this task for a [supply company](#).

This identifies [supply orders](#) that have a suspension or stop condition somewhere in a [supply chain](#). It identifies the following conditions:

- The [supply order](#) is suspended.
- The associated [sales order](#) in the [sales company](#) is suspended.
- The [sales order's](#) customer is on stop.

This report is similar to the generic Suspended Orders report, which lists all suspended orders in a company, but that report only identifies and prints orders local to that company.

Select **Confirm Submit (F8)** to process the batch job.

## Meta-data Installation [10/EOU]

You use this task to create control data that is needed for each [Enterprise](#) company. It can be built automatically using this installation option.

**Caution:** This task must be run for every Enterprise company.

The data created is:

- Document reference controls for internal document numbering
- Various Inventory Descriptions codes
- [Enterprise](#)-specific Inventory processing profiles The installed data is described below.

## Inventory Reference Numbers

The following are added to the Inventory Document Reference control:

**ENTSOURCE** - This allocates temporary internal reference numbers on the [supply chain](#) to represent the [supply order](#) until it has been generated.

**DDGRN** - This allocates GRN numbers to the dummy receipts for [direct delivery](#) orders. This keeps these GRN numbers out of the normal range of numbers used for normal physical receipts.

## Inventory Descriptions

The following are added to the Inventory Descriptions file.

**EODT** - [Enterprise](#) document types used in the [Supply Chain](#) Enquiry to select an appropriate document reference

**SOST** - [Enterprise supply order](#) status used in the [Supply Chain](#) Enquiry

**ACKS** - [Enterprise](#) acknowledgement triggers, used to record order changes for reporting on a [sales order](#) acknowledgement

**ORDT** - Order types used in various places

## Inventory Processing Profiles

The following are added to the Inventory Processing profiles:

- 71 - [Enterprise](#) in transit out
- 72 - [Enterprise](#) in transit in
- 73 - [Enterprise direct delivery](#) excess receipt
- 74 - [Enterprise](#) miscellaneous invoice receipt
- 75 - [Enterprise](#) miscellaneous invoice issue

## Enterprise Meta Data Creation Window

To display this window, select the **Meta-data Installation** task.

Use this window to install the initial [enterprise](#) data.

### **Fields**

#### **Company Code**

This field displays the current company code. This is the company to which this control data will be installed. If it is incorrect, end the task, change the current company and select the task again.

Select **Submit (F8)** to submit the installation job to the job queue.

## Supply Points [85/OMU]

The [Enterprise](#) company relationship is the primary definition of who can supply to whom. These supply rules provide a secondary definition of when and how a particular supplier will be chosen. This means the company relationship must be defined before these supply rules can be built.

Therefore, when a supply policy has an [Enterprise](#) supply method, there are additional validation controls imposed when maintaining [sourcing points](#).

## Add/Amend a Demand Matrix Entry Pop-up

To display this pop-up, select **Add (F6)** to add a new demand matrix entry.

Alternatively, select **Amend** against an existing demand matrix entry.

The title of the pop-up is shown as Add or Amend, depending on the mode of selection.

A constraint of the current [Enterprise supply chain](#) is that the chain can only consist of two companies in depth. That is, an [enterprise](#) supply **cannot** itself be supplied from another [enterprise supply company](#).

Level 1 [sourcing](#) in a company is the [sourcing](#) of standard demand, that is, standard [sales orders](#) originating in that company and identified in the supply rules by a standard [demand type](#). In that company (a [sales company](#)), when it is sourced by an [Enterprise](#) supply method it will generate a [supply order](#) in a [supply company](#) and give that [supply order](#) a special [Enterprise demand type](#).

In the [supply company](#), this [Enterprise demand type](#) allows these [supply orders](#) to be distinguished from any standard [sales orders](#) raised in that company and therefore separate [sourcing](#) rules can be established to source these different types of demand.

To prevent this [Enterprise demand](#) from being subsequently sourced by a further [Enterprise](#) supply method, two additional validation controls are imposed in Supply Rules Maintenance.

The first check prevents an [Enterprise](#) supply rule from being attached to the [Enterprise demand type](#).

Only data directly related to the [Enterprise demand type](#) is described here. The remainder of the maintenance function operates as for any other [demand type](#) and is therefore not mentioned.

**Note:** Refer to the standard Order Capture product guide for a full description of this pop-up.

### **Fields**

#### **Rule Number**

When you are quoting a supply rule against an [Enterprise demand type](#), the software will not allow a rule to be used if that rule has any supply policy with an [Enterprise](#) supply method and that policy contains this [supply point](#).

You can use the prompt facility on this field to select from the Select an Active Rule Number pop-up.

Select **Update (F8)** to add or update the selection.

## Supply Rules and Policies [86/OMU]

The [Enterprise](#) company relationship is the primary definition of who can supply to whom. These supply rules provide a secondary definition of when and how a particular supplier will be chosen. This means the company relationship must be defined before these supply rules can be built.

Therefore, when a supply policy has an [Enterprise](#) supply method, there are additional validation controls imposed when you are maintaining [sourcing points](#).

## Sourcing Point - Add/Amend Pop-up

To display this pop-up, select **Add (F6)** to add a new [sourcing point](#).

Alternatively, select **Amend** against an existing [sourcing point](#).

The title of the pop-up is shown as Add or Amend, depending on the mode of selection.

Use this pop-up to define a supply relationship.

### **Fields**

#### **Supply Point**

The [supply point](#) is not only a stockroom and depot in the [sales company](#), but must also be defined as a [supply point](#) in an [Enterprise](#) Relationship.

You can use the prompt facility on this field to select from the [Supply Point](#) Prompt pop-up.

#### **Sourcing Point**

The [sourcing point](#) must be defined as a [sourcing point](#) in an [Enterprise](#) Relationship. It does not have to be a stockroom; in fact, it is preferable that [enterprise sourcing point](#) codes are not codes like stockrooms, so that they are easily distinguishable.

In addition, an [Enterprise](#) Relationship for this company's [supply point](#) and the [sourcing point](#) must exist and it must be an active relationship.

You can use the prompt facility on this field to select from the [Enterprise Sourcing Point](#) Selection pop-up.

#### **Minimum/Maximum Percentages**

These parameters are used when allocating local stock in order to control what percentage of the required quantity must be available to allow this [sourcing point](#) to qualify as a valid source of supply, with any balance being sourced from another [sourcing point](#). For an [Enterprise](#) supply this is inappropriate, as supply cannot be split; the [Enterprise back-to-back](#) must satisfy 100% of the demand.

For an [Enterprise](#) supply method these fields are therefore unavailable.

#### **Minimum/Maximum Quantities**

These parameters define a quantity range between which the required quantity must fall in order for this [sourcing point](#) to qualify as a valid source of supply. If the required quantity is outside this



range, the [sourcing point](#) is skipped and then the next in sequence is considered. This is still valid for an [Enterprise](#) supply, as it defines whether the particular [Enterprise](#) company is appropriate for size of demand.

**Note:** An [Enterprise](#) supply is against a [supply company](#) and not a particular stockroom, so that the quantities defined in the Minimum and Maximum quantity fields cannot be related to the [sourcing point](#). They are related to the demand quantity units at the [supply point](#) (the demand stockroom).

For an [Enterprise](#) supply method, the message reads:

"Note: quantities are expressed in the issue UoM of the [supply point](#)".

Select **Update (F8)** to save the changes.

## Supply Policy - Add/Amend Pop-up

To display this pop-up, select **Add (F6)** to add a new [sourcing point](#).

Alternatively, select **Amend** against an existing [sourcing point](#).

The title of the pop-up is shown as Add or Amend, depending on the mode of selection.

Use this pop-up to maintain rules. This will prevent an existing supply rule from being changed to an [Enterprise](#) supply policy if that rule is already defined against an [Enterprise demand type](#).

Only data directly related to [Enterprise demand type](#) is described here. The remainder of the maintenance function operates as for any other [demand type](#) and so is not mentioned.

**Note:** Refer to the standard Order Capture product guide for a full description of this pop-up.

### **Fields**

#### **Supply Method**

The supply method cannot be changed to an [Enterprise](#) supply method if this supply policy is in a supply rule that is already associated with a demand matrix entry that is against an [Enterprise demand type](#) on any [supply point](#) in this supply policy.

You can use the prompt facility on this field to select from the Supply Method Prompt pop-up.

Select **Update (F8)** to save the changes.



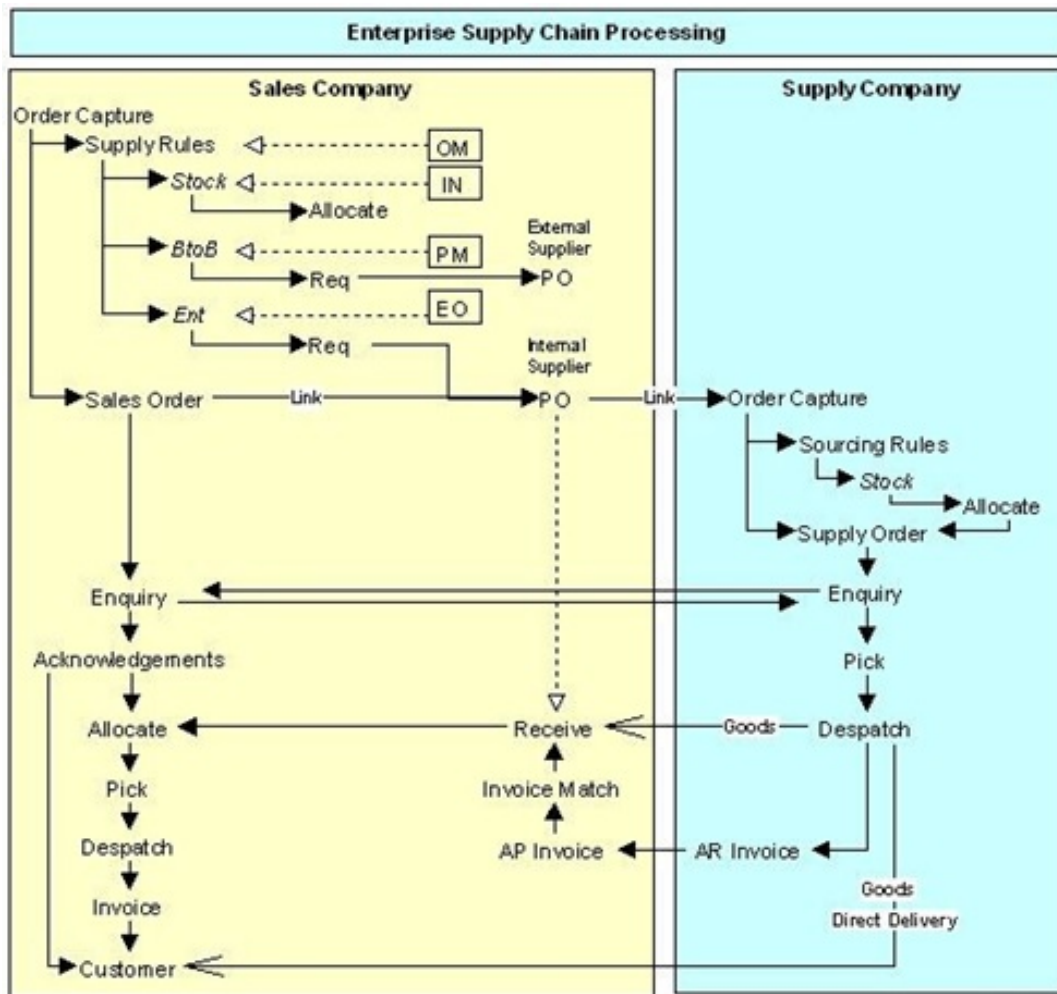
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## Chapter 7 Enterprise Active Processes

### Overview

The key feature of the [Enterprise](#) supply process is the linking of demand and [supply orders](#) across companies. Having associated these orders with a [supply chain](#), that relationship is then utilised to streamline the cross-company activities and automate the inter-company accounting.

An overview of this process is shown in the diagram that follows:



The remainder of this document describes each of these key activities, broken down into a series of business processes.

### Business Process

Many of the primary activities involved in the [Supply Chain](#) Processing are run under the control of Work Management and therefore they are part of an active business process. The following processes are relevant:

- EO1.1 Create [Enterprise Supply Chain](#)
- EO1.2 Add to [Enterprise Supply Chain](#)
  - EO2 Order Delivery
  - EO3 Invoicing
  - EO3.2 Purchase Invoice Processing
- EO4 Credit Note Processing

The bulk of this document describes each of the activities in the context of their respective processes, so the detail of those processes is in the Functional Detail that follows.

### Terminology

New terms have been introduced to the product for [Enterprise Supply Chain](#) processing, and terms have changed or extended their meaning or use in the [Enterprise](#) context.

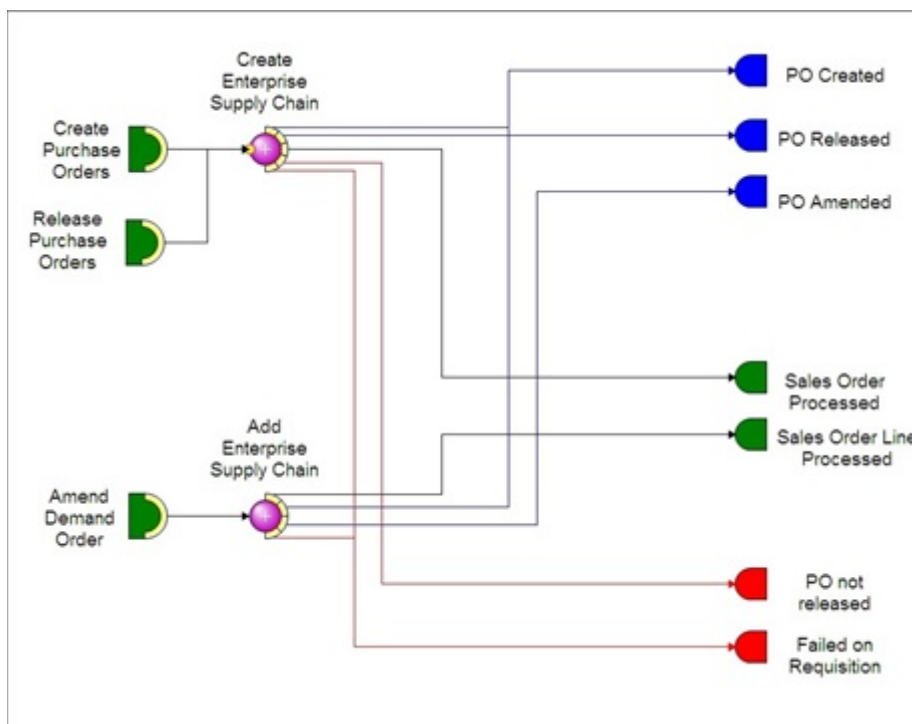
Refer to the [Enterprise Orders](#) Glossary for further information.

## EO1 Order Placement and Maintenance

The entry and amendment of [sales orders](#) is detected by Work Management, which subsequently controls the generation and maintenance of the [supply chain](#) through to the [supply order](#) in the [supply company](#).

The following describes the initial parent process that controls both Order Entry and Order Amend.

**Note:** The maintenance of [purchase orders](#) independently of the [sales order supply chain](#) is dealt with elsewhere.



Definition of process elements:

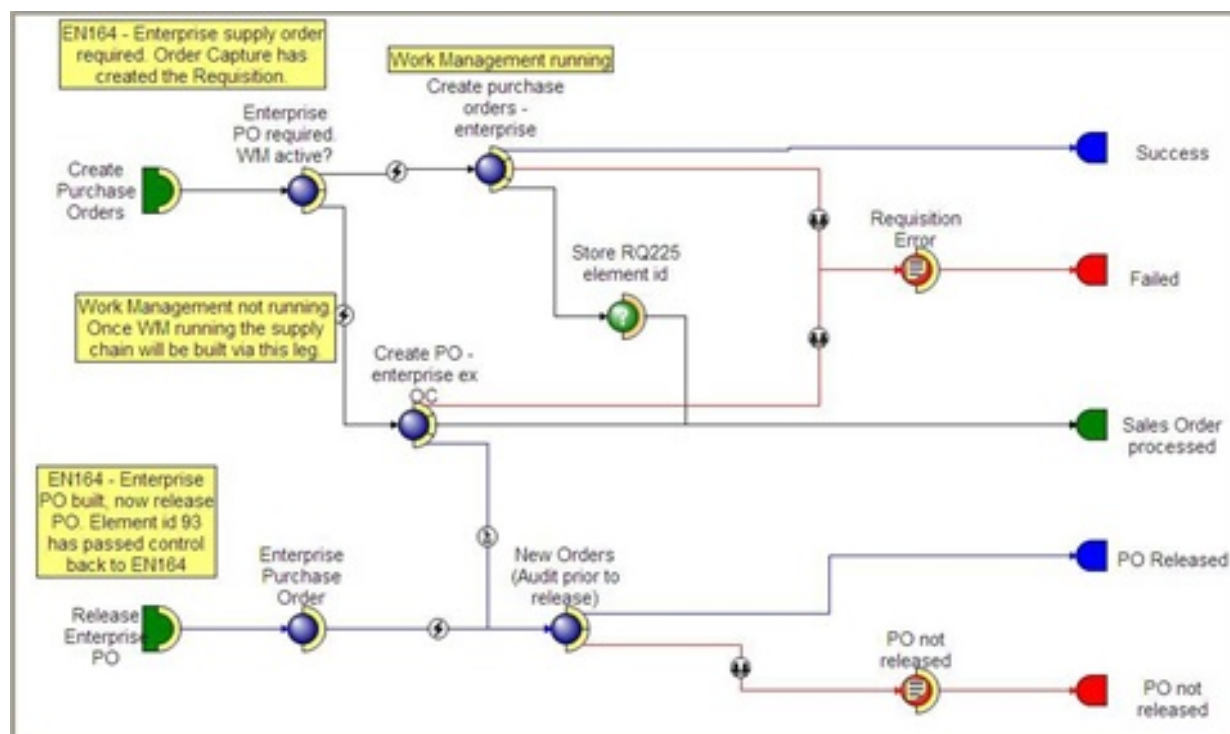
Type	Name	Description
Start condition	Create <a href="#">Purchase Orders</a>	This is the start point, signifying that the process is to be initiated when a new <a href="#">supply chain</a> is required.
Start condition	Release <a href="#">Purchase Orders</a>	Once the <a href="#">purchase order</a> is created, this start point will release print release the <a href="#">purchase order</a> .

Type	Name	Description
Start condition	Amend Demand Order	This is the start point for amendments to the <a href="#">supply chain</a> .
Nested process	EO1.1 Create <a href="#">Enterprise Supply Chain</a>	The initial activity is detected and managed in this sub-process.
Nested process	EO1.2 Add <a href="#">Enterprise Supply Chain</a>	If <a href="#">Sales Order</a> Maintenance determines that at least one <a href="#">sales order</a> line requires a <a href="#">supply chain</a> amendment or a new <a href="#">supply chain</a> , this second sub-process is used to build and maintain the <a href="#">supply chain</a> .

**Note:** Suspended orders can have [supply chains](#) if the suspension code (SUSP) allows Allocation and Reservations.

## EO1.1 Create Enterprise Supply Chain

This process builds new [supply chains](#). The process has two flows depending on whether Work Management is active or in-active. When active, the process is executed by the Order Capture confirmation process. If in-active the [supply chain](#) is built in catch-up mode once Work Management is active.



Definition of process elements:

Type	Name	Description
Start condition	Create <a href="#">Purchase Orders</a>	This is the start point, signifying that the process is to create a new <a href="#">supply chain</a> .
S21 Activity	<a href="#">Enterprise</a> PO required WM active?	This activity checks if Work Management is active or inactive.
S21 Activity	Create <a href="#">Purchase Orders</a> - <a href="#">Enterprise</a>	When Work management is active, this activity creates <a href="#">enterprise purchase orders</a> .
Action Agent	Store RQ225 element id	Records the creation of the <a href="#">enterprise purchase order</a> and writes a completion record to INP99 to initiate the <a href="#">Supply Order</a> create through Order Capture
End condition	<a href="#">Sales Order</a> Process	The <a href="#">supply chain</a> build process is complete.
Manual Activity	Requisition Error	The <a href="#">enterprise purchase order</a> fails to create for some reason. A message is sent to the user action list. Once the user has acknowledged the message on the action list, the sub-process ends for the <a href="#">purchase order</a> .
End condition	<a href="#">Purchase Order</a> Process	The <a href="#">purchase order</a> build process is complete.
End condition	<a href="#">Purchase Order</a> Process	The <a href="#">purchase order</a> build process is successful.
S21 Activity	Create PO - <a href="#">enterprise</a> ex OC	At the time of capturing the order, Work Management was in-active. Once active, the process executes the <a href="#">supply chain</a> build.
Start Condition	<a href="#">Purchase order</a> release process	The <a href="#">purchase order</a> create process is complete, this is the start process to release the <a href="#">purchase order</a>
S21 Activity	<a href="#">Enterprise purchase order</a>	Order Capture confirms completion of the <a href="#">supply chain</a> create and executes the activity to release the <a href="#">purchase order</a> .
S21 Activity	New orders audit (prior to release)	The new orders audit is executed for the <a href="#">enterprise purchase order</a>
End Condition	PO released	The <a href="#">enterprise purchase order</a> is released, the process ends.

Type	Name	Description
Manual Activity	Po not released	The <a href="#">enterprise purchase order</a> release failed for some reason. A message is sent to the user action list. Once the user has acknowledged the message on the action list, the sub-process ends for the <a href="#">purchase order</a>
End Condition	<a href="#">Purchase order</a> release process	The <a href="#">purchase order</a> release process is complete.

## EO1.2 Add to Enterprise Supply Chain

Definition of process elements:

Type	Name	Description
Start condition	Amend Demand Order	This is the start point, signifying that the process is to amend a <a href="#">supply chain</a> for <a href="#">sales order</a> line process.
S21 Activity	Amend Demand Order	Order Capture invokes this activity when an amendment to a <a href="#">supply chain</a> is required.
S21 Activity	Amend <a href="#">purchase order</a> - <a href="#">enterprise</a>	Work Management is active, the activity is executed to add a new <a href="#">purchase order</a> line (to an existing <a href="#">purchase order</a> ) or amend an existing line.
S21 Activity	Amend PO ex OC	Work Management was in-active during Order Capture amend. This leg is executed once Work Management is active to amend the <a href="#">supply chain</a> .
S21 Activity	Add new <a href="#">purchase order</a> – <a href="#">enterprise</a>	Work Management is active, the activity is executed to create a new <a href="#">supply chain</a> .
S21 Activity	Add new PO ex OC	Work Management was in-active during Order Capture amend. This leg is executed once Work management is active to create a new <a href="#">supply chain</a>
Action Agent	Store RQ255 ELID	Records the creation of the <a href="#">enterprise purchase order</a> and writes a completion record to INP99 to initiate the <a href="#">Supply Order</a> create through Order Capture.
Manual Activity	Requisition Error	The <a href="#">enterprise purchase order</a> fails to create for some reason. A message is sent to the user action list. Once the user has acknowledged the message on the action list, the sub-process ends for the <a href="#">purchase order</a>



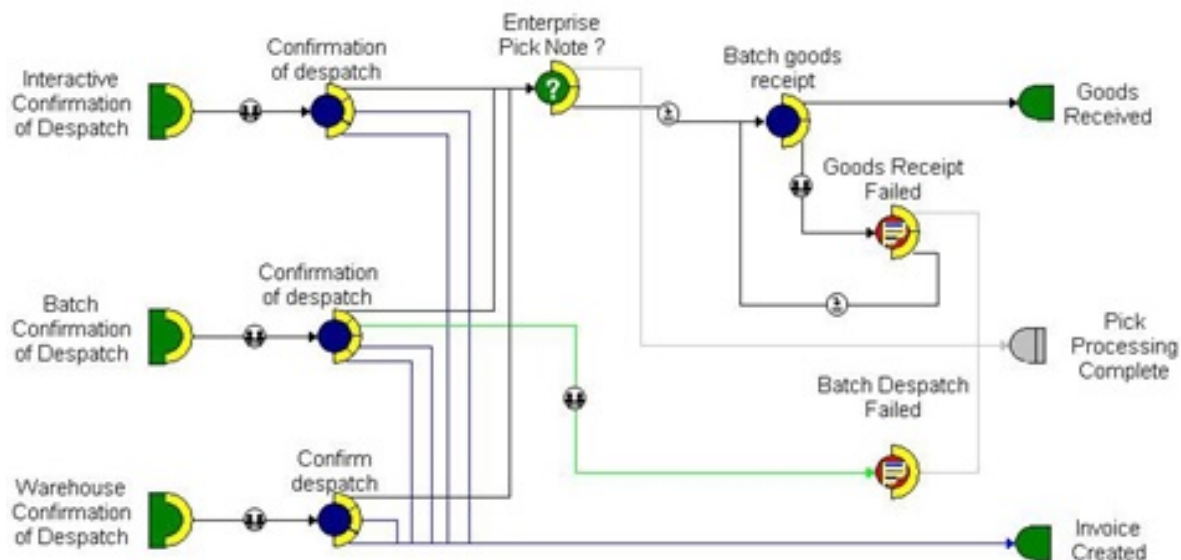
Type	Name	Description
End condition	PO Amended	The <a href="#">purchase order</a> amend is complete. The sub-process ends for the <a href="#">purchase order</a> .
End condition	PO Created	The <a href="#">purchase order</a> create is complete. The sub-process ends for the <a href="#">purchase order</a> .
End condition	PO Failure	The <a href="#">purchase order</a> create or amend failed. The sub-process ends for the <a href="#">purchase order</a> .
End Condition	<a href="#">Sales Order</a> Processed	The sub-process ends for the <a href="#">sales order</a> .

## EO2 Order Delivery

Despatches of [Enterprise](#) supply from the [supply company](#) are no different from normal despatches, except that the exact details are captured and stored for use in the receiving process at the [sales company](#). The details are also used to update the in-transit details of the target stockroom in the [sales company](#), thereby preserving the accounting of all inventories present in any part of the [Enterprise](#).

The rules for under/over-despatching are unchanged.

This sub-process detects the confirmation of despatch of an order.



For all despatches, a normal invoice is generated, which is then available to the Invoicing sub-process to determine whether inter-company accounting may be necessary.

Also detected are despatches in a [supply company](#) of [direct delivery](#) orders, so that the goods can be automatically accounted for in the [sales company](#). The [sales company's](#) purchase and [sales orders](#) are updated to reflect that the goods have been despatched to the customer and that the customer's invoice will be due. This is achieved by automating a receipt against the [purchase order](#) and then following the normal [back-to-back](#) processing for direct deliveries, which allocates the goods to the [sales order](#) and then effects an immediate pick and despatch to the customer. The [sales order](#) then looks as if it has completed a normal despatching process and is awaiting the printing of the sales invoice.

Definition of process elements:

Type	Name	Description
Start condition	Interactive Confirmation of Despatch	This process will be initiated if Interactive Confirmation of Despatch is run for an order.
S21 Activity	Confirmation of Despatch (Interactive)	When Interactive Confirmation of Despatch is used, Work Management is informed that an invoice exists and also so that a check can be made for <a href="#">direct delivery</a> orders from a <a href="#">supply company</a> .
Start condition	Batch Confirmation of Despatch	This process can also be initiated if Batch Confirmation of Despatch is used for an order.
S21 Activity	Confirmation of Despatch (Batch)	Similarly, when Batch Confirmation of Despatch is used, Work Management is informed that an invoice exists and also so that a check can be made for <a href="#">direct delivery</a> orders from a <a href="#">supply company</a> . The process also detects any failure to complete the despatch and the user is notified of any such problem.
Start condition	Warehousing Confirmation of Despatch	This process can also be initiated if Warehousing Confirmation of Despatch is used for an order.
S21 Activity	Confirm Despatch (Warehousing)	Similarly, when Warehousing Confirmation of Despatch is used, Work Management is informed that an invoice exists and also so that a check can be made for <a href="#">direct delivery</a> orders from a <a href="#">supply company</a> .
End Condition	Invoice Created	One output document from the despatch process is a sales invoice, which is available to be managed by the remainder of the <a href="#">Enterprise</a> process. This also includes consolidated invoices.

Type	Name	Description
Action Agent	<a href="#">Enterprise</a> Pick Note?	The other output document from the confirmation activity is the pick note that has just been confirmed. This pick note is checked to see if it relates to a <a href="#">direct delivery</a> of an <a href="#">Enterprise</a> supply.
S21 Activity	Batch goods receipt	If it is a <a href="#">direct delivery</a> of an <a href="#">Enterprise</a> supply, this special activity is used to simulate a receipt against the inter-company <a href="#">purchase order</a> in the <a href="#">sales company</a> , recording the quantity shipped to the customer. As with other back-to-back orders, this receipt triggers the allocation against the <a href="#">sales order</a> and a simulated picking and despatch of the <a href="#">sales order</a> to reflect the delivery is complete.
End Condition	Goods received	On a successful recording of this shipped quantity as a dummy accounted for in the sale company, this despatch process is complete.
Manual Activity	Goods Receipt Failed	If it fails to record the shipped quantity against the <a href="#">purchase order</a> , a message is sent to the user's action list to suggest that a review of the receipts process is necessary. If the user chooses the Ignore option, the process ends with the assumption that the pick and despatch process is complete and the recording of the stock at the <a href="#">sales company</a> will be reconciled manually. Alternatively, if the user is able to rectify the problem that caused the goods receipt to fail, the Re-submit option will return the process back to re-try the goods receipt for this <a href="#">direct delivery</a> despatch.
Manual Activity	Batch Despatch Failed	If Batch Confirmation of Despatch fails to complete, a message is sent to the user's action list to identify the order and despatch note in error. On correction of the problem, the order confirmation of despatch can be re-started manually
End Condition	Pick Processing Complete	If it is not a <a href="#">direct delivery</a> of an <a href="#">Enterprise</a> supply, or if the <a href="#">direct delivery</a> process fails, nothing further is required for the pick note in this process.

### Receipt of [Enterprise](#) Goods at the [Sales Company](#)

There are differences when you are receiving an [Enterprise](#) delivery but there is no Work Management involvement.

As described in the Order Delivery process above, details of shipments are stored at confirmation of despatch. The Goods Receiving process then detects the selection of an [Enterprise purchase order](#)

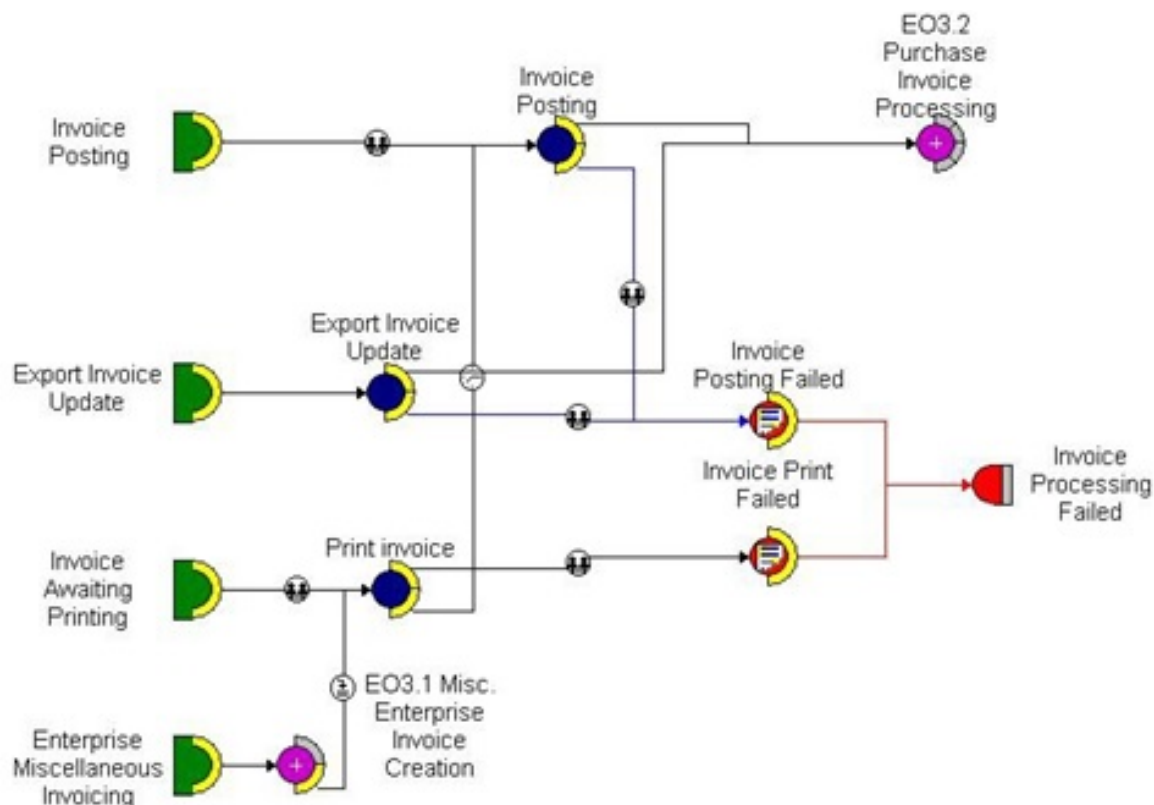
for receipt and activates additional validation and some different, but simpler and more efficient, behaviour.

- Goods cannot be received before they have been despatched by the [sales company](#).
- Receipts must be made using the [supply company's](#) advice note reference. You can prompt on this and it is the key to the in-transit details.
- As all of the details, including any lot, batch and serial type data is stored, single key receiving is possible, thus reducing input needs and also potentially errors.
- Once goods are received, despatch details are removed from the in-transit state.

**Note:** As the [sales order](#) in the [supply company](#) may now be complete, there is no [Enterprise](#) support for [purchase order](#) returns and adjustments.

## EO3 Invoicing

This sub-process detects the processing of an invoice and, for supply invoices, automatically records purchase invoices in the [sales company](#).



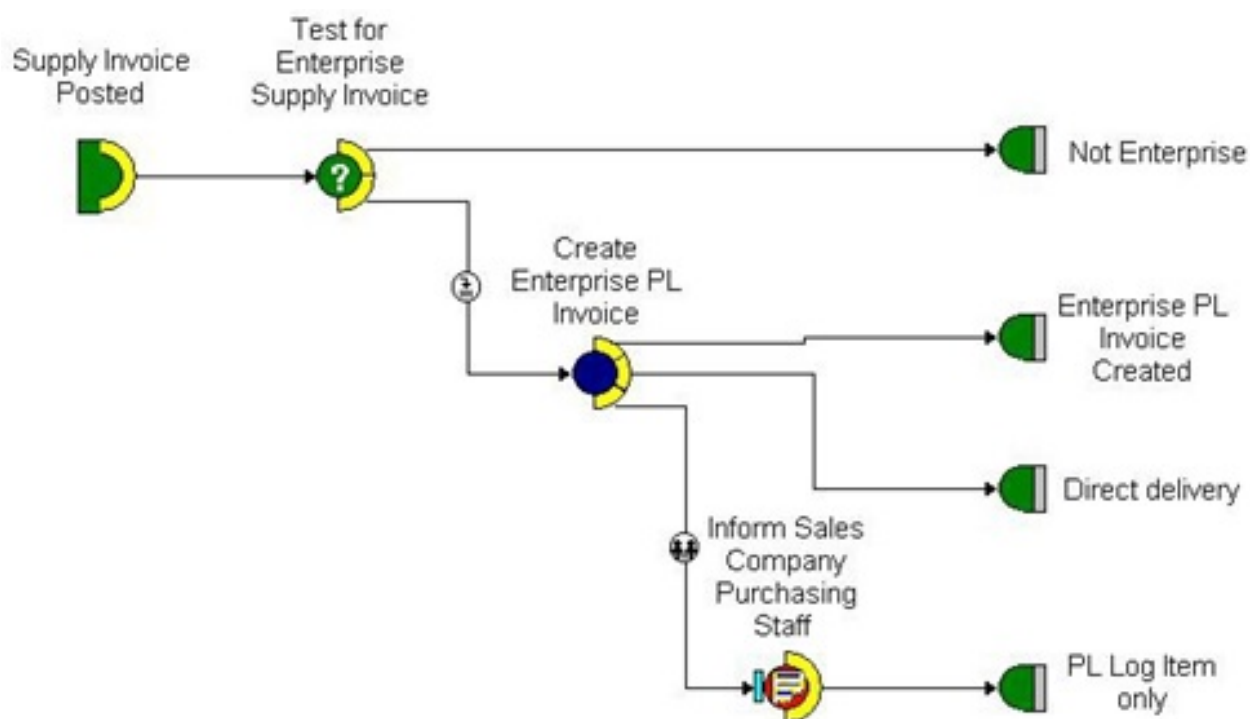
For all invoices, in either a [sales company](#) or a [supply company](#), the invoice is recorded as processed and the Work Management control of the document is complete.

Definition of process elements:

Type	Name	Description
Start Condition	Invoice Awaiting Printing	This process will be initiated when the Invoice Print activity is run.
S21 Activity	Print Invoice	During running of the Invoice Print activity, each invoice is notified to Work Management so that it can be monitored and shown as printed in the action tracker. It will either successfully or unsuccessfully print an invoice.
Manual Activity	Invoice Print Failed	If the invoice fails to print for any reason, a message is sent to the user's action list to report the reason for failure. If the problem is corrected, the invoice printing can be re-tried by re-running the Invoice Print activity
End Condition	Invoice Processing Failed	Once the user has cleared the message from the action list, the current active process for this invoice is complete.
End Condition	Invoice Printed	If the invoice successfully prints, the current active process for this invoice is complete. The invoice will be subsequently picked up when the Invoice Posting is initiated.
Start Condition	Invoice Posting	This process will be initiated when the Post to Accounts Receivable option is taken as part of the Invoice Print activity.
S21 Activity	Invoice Posting	This activity performs the Accounts Receivable posting.
Nested Process	Purchase Invoice Posting	On successful posting of the sales invoice, the Purchase Invoice Processing sub-process is followed.
Start Condition	Export Invoice Update	Alternatively, this process will be initiated when the Export Invoice Update activity is run for World Trade export invoices.
S21 Activity	Export Invoice Update	This activity performs the Accounts Receivable posting for export invoices.
Manual Activity	Invoice Posting Failed	If the invoice posting fails for any reason, a message is sent to the user's action list to suggest that an inspection is necessary. If the problem is corrected, the invoice posting can be re-tried by re-running the appropriate Invoice Posting activity
End Condition	Invoice Processing Failed	Once the user has cleared the message from the action list, the current active process for this invoice is complete.
Start Condition	<a href="#">Enterprise</a> Miscellaneous Invoicing	This process will also be initiated when the miscellaneous <a href="#">enterprise</a> invoices are created.
Nested Process	Miscellaneous <a href="#">Enterprise</a> Invoice Creation	On successfully entering a Miscellaneous <a href="#">Enterprise</a> Invoice, the Miscellaneous <a href="#">Enterprise</a> Invoice Creation sub-process is followed.

## E03.2 Purchase Invoice Processing

For invoices that relate to an inter-company supply, this invoicing process will automatically generate an equivalent purchase invoice in the [sales company](#). That invoice log entry in Accounts Payable is then available for invoice matching once the goods have been received.



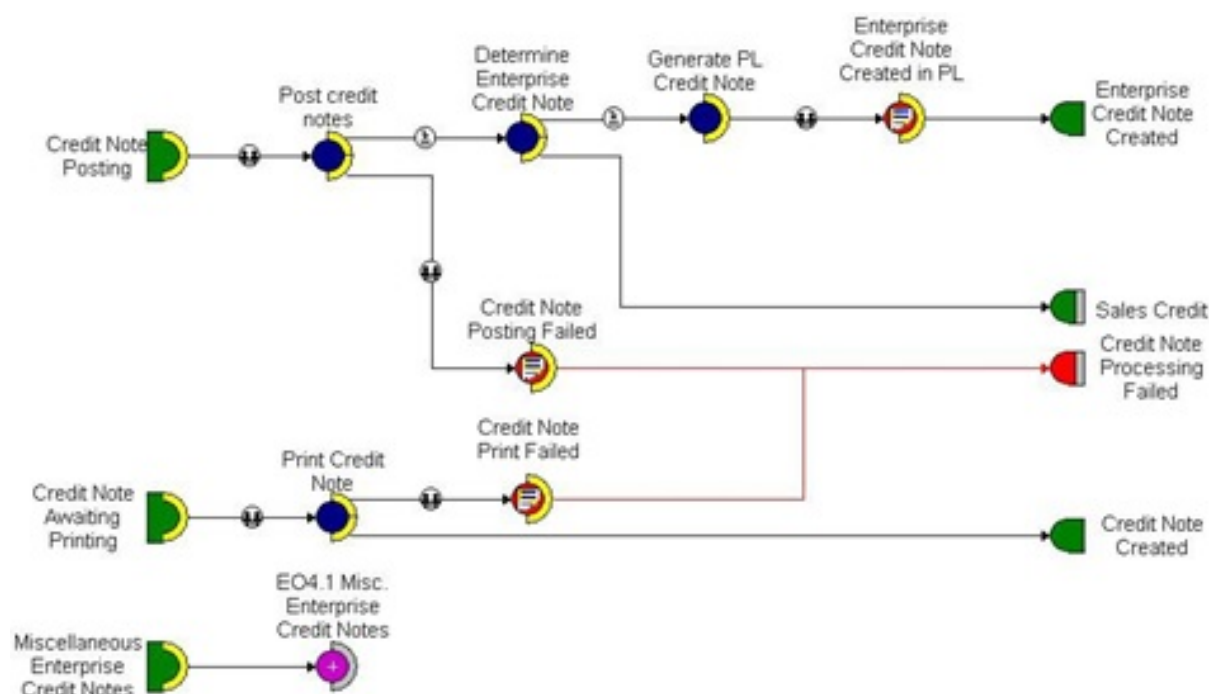
Definition of process elements:

Type	Name	Description
Start Condition	Supply Invoice Posted	This process will be initiated once the Supply Invoice Posting has completed successfully.
Action Agent	Test for <a href="#">Enterprise</a> Supply Invoice	This process checks for an invoice that is for an inter-company supply.
End Condition	Not <a href="#">Enterprise</a>	If it is not an inter-company supply invoice, the process completes for this invoice.

Type	Name	Description
S21 Activity	Create <a href="#">Enterprise</a> Purchase Invoice	If it is an inter-company supply invoice, a special <a href="#">Enterprise</a> activity is run to generate an equivalent purchase invoice in the Accounts Payable application of the supplied company (the <a href="#">sales company</a> ). This invoice log entry is recorded against the accounts location established in the <a href="#">sales company</a> for this particular internal supplier and type of transaction. There are separate account locations for <a href="#">Enterprise</a> Supply Invoices and <a href="#">Enterprise</a> Miscellaneous Invoices. This purchase invoice is then available for use in Batch Invoice Matching once the goods have been received in the <a href="#">sales company</a> and recorded as received on the <a href="#">purchase order</a> . (In the case of a <a href="#">direct delivery</a> , this receipt should already have taken place as part of the despatch process.) This activity will identify whether the invoice is for a <a href="#">direct delivery</a> or not, although at present the process does not utilise this distinction.
End Condition	<a href="#">Enterprise</a> Purchase Invoice Created	On a successful generation of the purchase invoice, the process can end for this supply invoice.
End Condition	<a href="#">Direct Delivery</a>	This exit point is intended for future development.
Manual Activity	Inform <a href="#">Sales Company</a> Purchasing Staff	If the purchase invoice is for a related <a href="#">Enterprise</a> miscellaneous sales invoice, there is no related <a href="#">purchase order</a> awaiting matching and so a message is sent to the user's action list to highlight that an invoice log entry has been made. For this miscellaneous invoice log entry, a separate accounts location can be defined in the <a href="#">Enterprise</a> Relationship profile.
End Condition	PL Log Item Only	This invoice process ends once the user has responded to the action list message.

## E04 Credit Note Processing

This process detects the processing of a credit note.



For all credit notes, in either a [sales company](#) or a [supply company](#), the credit note is recorded as processed and the Work Management control of the document is complete.

For credit notes that relate to an inter-company supply, this credit note process will automatically generate an equivalent purchase invoice in the [sales company](#), that is an invoice log entry in Accounts Payable.

#### Definition of process

Type	Name	Description
Start Condition	Credit Note Awaiting Printing	This process will be initiated when the Credit Note Print activity is run.
S21 Activity	Print Credit note	During running of the Print Credit Notes activity, each credit note is notified to Work Management so that it can monitored and shown as printed in the action tracker. It will either successfully or unsuccessfully print a credit note.
Manual Activity	Credit Note Print Failed	If the credit note fails to print for any reason, a message is sent to the user's action list to report the reason for failure. If the problem is corrected, the credit note printing can be re-tried by re-running the Credit Note Print activity.
End Condition	Credit Note Processing Failed	Once the user has cleared the message from the action list, the current active process for this credit note is complete.



Type	Name	Description
End Condition	Credit Note Created	If the credit note successfully prints, the current active process for this credit note is complete. The credit note will be subsequently picked up when the credit note posting is initiated.
Start Condition	Credit Note Posting	This process will be initiated when the Post to Accounts Receivable option is taken as part of the Credit Note Print activity.
S21 Activity	Post Credit Notes	This activity performs the Accounts Receivable posting.
Manual Activity	Credit Note Posting Failed	If the credit note posting fails for any reason, a message is sent to the user's action list to suggest that an inspection is necessary. If the problem is corrected, the credit note posting can be re-tried by re-running the credit note posting activity.
End Condition	Credit Note Processing Failed	Once the user has cleared the message from the action list, the current active process for this credit note is complete.
S21 Activity	Determine <a href="#">Enterprise</a> Credit Note	This process checks for a credit note that is related to an inter- company supply.
End Condition	Sales Credit	If it is not an inter-company supply credit note, the process completes for this credit note.
S21 Activity	Generate PL Credit Note	If it is an inter-company supply credit note, a special <a href="#">Enterprise</a> activity is run to generate an equivalent purchase credit note in the Accounts Payable application of the supplied company (the <a href="#">sales company</a> ). This invoice log entry is recorded against the accounts location established in the <a href="#">sales company</a> for this particular internal supplier.
Manual Activity	<a href="#">Enterprise</a> Credit Note Created in PL	A message is sent to the user's action list to highlight that an invoice log entry has been made.
End Condition	<a href="#">Enterprise</a> Credit Note Created	The credit note process ends once the entry is on the invoice log.
Start Condition	Misc <a href="#">Enterprise</a> Credit Note	This process will also be initiated when the miscellaneous <a href="#">Enterprise</a> credit notes are created.
Nested Process	Miscellaneous <a href="#">Enterprise</a> Credit Notes	On successfully entering a Miscellaneous <a href="#">Enterprise</a> Credit Note, the Miscellaneous <a href="#">Enterprise</a> Credit Note Creation sub-process is followed.



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## Appendix A Glossary

**Note:** *These terms and definitions are intended specifically to help identify and distinguish between elements in the [Enterprise](#) processing and this documentation; they may not conform to generic terms and usage in all businesses.*

### **Back-to-Back**

This is an existing term and means the creation of a specific supply order (PO, WO etc) to meet the customer's needs. It is typically used for occasional or exceptional demand where there is no on-hand inventory or supply. Account is taken of this association by the reservation of the pending supply against the demanding sales order.

### **Customer (External)**

An end customer or buyer to whom goods or services are sold - in this context a customer of the sales company

This is the front or top of the supply chain.

### **Demand Type**

The type of demand, used to distinguish between external and internal customer order demand

### **Direct Delivery**

This is a special type of back-to-back order which, for reasons of close geographies, and/or convenience of expediting the supply, is delivered by the supplier or carrier directly to the customer. (This feature, like back-to-back, is not new in enterprise but is extended by the creation of longer supply chains.)

### **Due Date**

The date that the customer expects the goods to be delivered (date delivery required) as distinct from the ship or despatch date

### **Enterprise**

A group, and possibly a sub-set, of companies, all residing in the same database and so the same Application Manager environment

### **Enterprise Customer (Internal)**

A party in the enterprise to whom goods are supplied according to some inter-company trading agreement or service policy

Within the supply company, that party is known as a customer in the Accounts Receivable and Sales Order Processing applications.

### **Enterprise Demand**

In a supply company, this is demand emanating from another Enterprise company by an internal (or Enterprise) customer.

### **Enterprise Order**

This term is not used.

### **Enterprise Supplier (Internal)**

A supplier that is known to the system, hence there is access to details of that supplier's order and its status and progress

Stock and financial transactions are still processed in the Inventory, Account Payable and General Ledger as with any other supplier, except that the supplier is likely to be known as an inter-company (or intra- enterprise) trading account.

### **Enterprise Supply Chain**

A supply chain that spans Enterprise companies

### **Purchase Order**

An order raised against a supplier and processed using the Purchase Management application

This order could be against an external supplier for buying in supplies from an external source, in which case there is no extended supply chain. Alternatively, the order could be against an Enterprise (or internal) supplier where that supplier is known to the system and the Purchase Order is linked to the supply order in the supply company. This is just the same as normal, except that Schedule and Blanket POs are not supported by Enterprise.

### **Sales Company**

The company that deals with the end customer and where the sales order is taken and recorded

### **Sales Order**

The customer sales order raised in the sales company

### **Second Level Sourcing**

Sourcing of the order placed on the supply company

### **Service Levels**

This is a term used to define the standard lead-time, that is, the required time period (expressed in days) between customer's due date and planned ship date. The planned ship or despatch date is calculated (in Order Capture) by the deduction of the lead-time associated with the service level from the customers (order) due date. Service levels are expressed at supply points.

### **Sourcing**

The process followed in Sales Order Entry to determine the location from which the stock will be obtained

### **Source (the Source)**

The original source of the goods on the right (or back) of the supply chain

### **Sourcing Point**

The place from which the stock will be obtained (a supplier or a stockroom)

In the enterprise context, the sourcing point can be another company, that company being an internal supplier.

**Supplier (External)**

A supplier for buying in supplies from an external source, where there is no access to details of that supplier's order processing

**Supply Chain**

A supply chain exists when there is a link between any sales (demand) and supply order. These links are invariably in the form of reservations. It is described or drawn diagrammatically with the sales on the left (the front of the chain) and the Supply on the right (the back of the chain).

**Supply Company**

Another company in the Enterprise that supplies stock to a sales company in the Enterprise

**Supply Order**

A sales order raised in the supply company

**Supply Point**

The point from which an order will be supplied, equating to an SOP Depot (stockroom) from which the goods will be despatched

This is the order line stockroom.