

MANUFACTURING CONTROL

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Welcome to TakeStock

Welcome to *TakeStock*®, the product that provides information management to the wholesale distribution marketplace through the use of leading-edge technology! *TakeStock* is one of the first products to marry the needs of the distribution industry with the tremendous advances that are now taking place in the world of computers. *TakeStock* is designed to operate using client/server architecture in the increasingly familiar Windows® environment.

TakeStock takes advantage of these technical advances to provide a full-featured software solution for asset management, financial management, and customer service that is presented in an intuitive, easy to use, graphical format. *TakeStock* does exactly what the name implies—accounts for the current conditions and assists the distributor in directing a course of company profitability. *TakeStock* is designed with the features most requested by distributors.

Efficient Access—Lookups let you easily locate the customer, vendor, item, or any other information without memorizing codes.

Productivity Tools—The Filter Manager and Template Manager, for example, let you select just the data you want to view or print, then the system remembers frequently used selections by letting you save your filters and templates to use over and over.

Flexible Operation—*TakeStock* lets you access several functions at once. For example, while entering a customer order, you can quickly enter an address change using the Maintenance icon to access the CUSTOMER table from order entry.

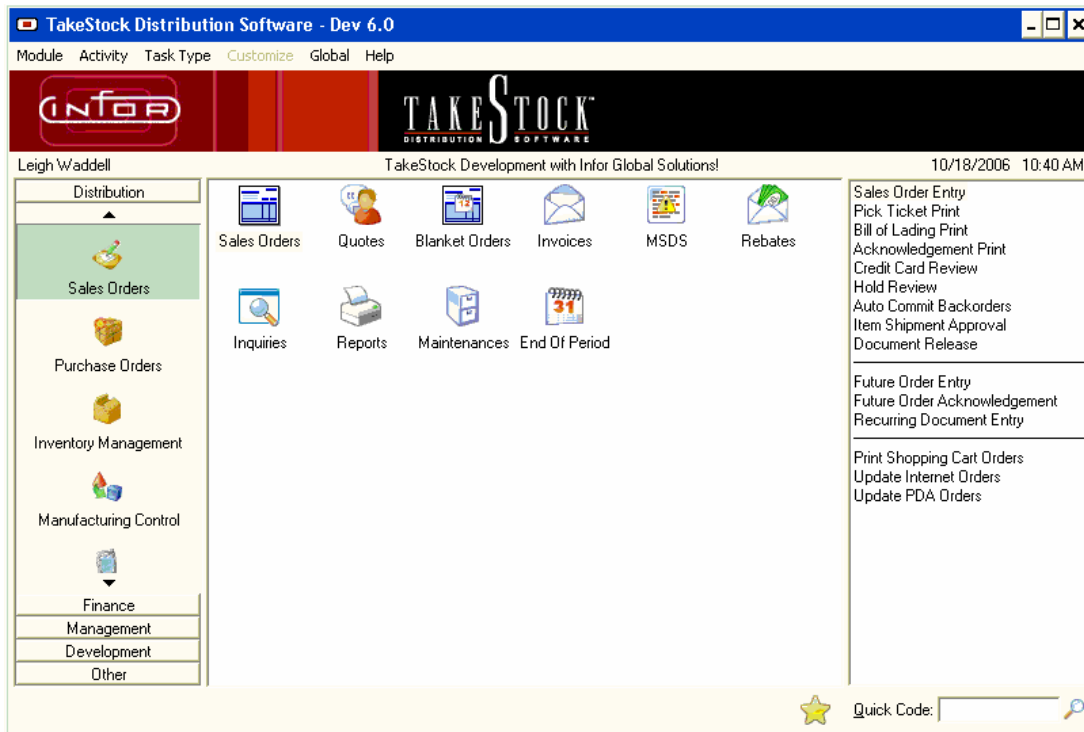
Better Communication—The Notes Manager lets you maintain notes on customers, vendors, items, and even individual sales orders. Must Read notes are automatically displayed. Having a central place for everyone to share information improves communication all around.

Secured Information—Log-in codes can be associated with up to twenty different security groups to let you tailor access to menus or specific programs. *TakeStock* supports security at program level throughout the system and at field level for costs.

As we continue to find further ways to expand *TakeStock's* capabilities, we welcome your suggestions. Our goal is to provide the solutions you need for mission-critical business information.

TakeStock Main Menu

Once you sign on to *TakeStock*, the system displays the *TakeStock* main menu:



From this menu, you can open any of the *TakeStock* modules using several methods:

- Select the desired module from the Module menu on the menu bar.
- Click the appropriate module menu button.
- Type in the code for the module in the *Quick Code* box, and press **Enter**.

The module codes are:

SO	Sales Orders	IM	Inventory Management
PO	Purchase Orders	SA	Sales Analysis
AR	Accounts Receivable	AP	Accounts Payable
SM	System Management	GL	General Ledger
SF	Sales Force InterLink	MC	Manufacturing Control
EI	EDI InterLink	ED	e-distribution

Additional codes can be set up by your system administrator.

TakeStock—The Basics

The TakeStock Basics users guide covers many system-wide types, features and procedures that you may find useful while working through the system. You can access this manual from the TakeStock Basics bookmark on the TakeStock PDF Library page. Use this guide for information on the following:

System Topics

Menu Bar Options

Other Menu Conventions

Buttons and Special Keys

System Features

TakeStock provides additional functionality through system features. Some of these features are listed below:

Lookup

Filters

Templates

Updates

Print Setup

Notes Manager

Customer QuickSearch

Document QuickSearch

Item QuickSearch

Bin Allocation

Lot Allocation

Serial Number Allocation

Stock Reservations

Help

System Procedures and Instructions

The procedures below to provide step-by-step instructions to complete any of the following tasks:

Creating Suggested POs

Creating Suggested Transfers

Creating Suggested Production Orders

How to select print and update options

How to Break a Stock Reservation

How to Enter a Stock Reservation

About Your TakeStock User Guide




This user guide is one in a series of manuals that document *TakeStock*. Each major component (module) within *TakeStock* is presented in a separate user guide. In addition, there is online Help to assist you.

Each user guide includes these elements:

Element ...	Provides ...
Table of Contents	A listing of all chapters and the major topics included in each.
Preface	A welcome and general introduction.
Introduction	An overview of the functions the module and submodules. Any prerequisites for using the module, interactions with other modules and the entire system, policies and procedures, processing flow diagram, and overall processing information.
Separate chapters for each major sub-menu	A discussion of the sub-modules included in <i>Manufacturing Control</i> , includes an overview of the menu and detailed instructions for using each menu selection.
Terms	A Glossary of Terms and Calculations is provided in Appendix A to list and detail the definition of terms, concepts, and calculations used in <i>TakeStock</i> . Other parts of the appendix may offer specialized information that is related to the module.
Index	An index of topics, terms, fields, menu items, and other information in the user guide, including page numbers for quick reference.

Conventions Used in this Manual

Please review the following conventions used in this manual. Understanding these convention will make the manual much easier to use.

Convention ...	Purpose ...
➔	<p>Indicates a series of selections you are to make to reach a menu item.</p> <p>Example: You reach this menu item by choosing <i>Inventory Management ➔ Physical Inventory ➔ Print Count Sheets/Capture Quantities</i>.</p>
<i>italics</i>	<p>Indicates the name of a program or a field.</p> <p>Example: For <i>Item</i>, select an item from the drop-down list.</p>
bold	<p>Indicates emphasis.</p> <p>Example: Use this command only when you want to delete.</p>
Buttons	<p>Indicates a command button, checkbox, or radio button you can click. Buttons are shown in bold type and a different type face.</p> <p>Example: Choose Ok to save your selections.</p>
 TIP:  HINT:	<p>Indicates important information or a note about a specific step or process.</p> <p>Example:</p> <p>➤  TIP: If you choose Print/Updt before Ok, the report is produced without saving your current settings. You must choose the Ok button to save new or modified settings.</p>
TABLES	<p>Indicates a table that contains multiple records, such as the ITEM TABLE or CUSTOMER TABLE.</p> <p>Example: During the update, the GL information is written to the LEDGER TABLE.</p>

Manufacturing Control Introduction

The *TakeStock® Manufacturing Control* (MC) module provides a basic production system that addresses the needs of wholesale distributors who produce finished (parent) items using components. The overall advantage of the MC module is to control and reduce production costs of finished items through the use of assembly, disassembly, and reconfiguration modes in production, as well as provide an enhanced audit trail and improved warehouse and inventory tracking methods. The major processes involved in the MC module are: creating single- and multi-level Bills of Material/Parent Items that allow you to set up which components make up a finished item and maintain the cost of the finished item by component, and optionally include overhead, packaging, and labor costs; printing production tickets; updating inventory quantities for components and finished items; and posting to the general ledger.

Manufacturing Control is divided into 5 submodules:



Production

Production allows you to enter, edit, and review suggested production orders, production, disassembly, and reconfiguration orders as well as print production tickets and auto commit backorders.



Completion

Completion allows you to confirm and edit production tickets and run a production register.



Inquiry

Inquiry provides you with programs that allows you to search for information on items, parent items, and MC documents.



Reports

Reports provides you with programs that allow you to review daily production, suggested production, Parent BOMs, production status, and MC sub ledger information.



Maintenances

Maintenances offers programs to select controls that tailor manufacturing control for the way your company does business and to set up and maintain information for processing manufacturing activity.

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MC End of Period Checklist	4
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MC Basic Process Flow

The primary purpose of the *Manufacturing Control* module is to create parent items using single- and multi-level BOMs and track the production process. To accomplish this goal, follow these simple steps.

1. Set up parent items and their components in inventory by using the *Inventory Management* module.
2. Using the *Parent BOM Maintenance* program, enter the parent item information, create the parent item BOM, include standard and optional costs, and enter options for produced and kitted items. Defining parent item BOMs is the first step in Manufacturing Control. When you create parent item BOMs, you can use components or selection groups. To include selection groups in a BOM, you must first use the *Selection Group Maintenance* program to create the selection group.
3. Create production tickets for assemblies, disassemblies, and reconfigurations. When you create production assembly tickets, you can import suggested production that may be created by the Stock Reservations system when a produced parent item is backordered on a sales order, outgoing transfer, or production order or by other users from the *Suggested Production Entry* program. Approve the production tickets and print them. You can print production tickets individually from the *Print Assembly Ticket*, *Print Disassembly Ticket*, or *Print Reconfiguration Ticket* dialog boxes when you approve them, or you can print and reprint production tickets in groups using the *Production Ticket Print* program. Note that you cannot print or confirm production tickets that have not been approved.
4. Confirm production using the *Production Confirmation* program. The system updates the warehouse/item quantities at confirmation.
5. Run the *Production Register* program. Using this program, you can run a production register for confirmed, WIP, or deleted production tickets. When you run this program, the system also creates a general ledger distribution. If you want to print the GL distribution, run the print again when the system displays a dialog box that asks if you want to update and print the GL distribution.
6. (Optional) Run the *Auto Commit Backorders* program to automatically commit backorder quantities for sales orders, warehouse transfers, and production orders. You can also print a report of each document lines that is updated for the backordered item quantity. If your company uses the auto commit feature, you should run this update after updating item receipts running the *Transfer Receipt Register* in the *Inventory Management* module and the *Receipts Register* in the *Purchase Orders* module, after entering item adjustments using the *Adjustment Entry* program in the *Inventory Management* module, after running the *Production Register* in the *Manufacturing Control* module, or after deleting or voiding a large number of document line items.

MC End of Period Checklist

Use the following checklist to close the end of a period in Manufacturing Control. Follow the steps in the order listed.

Step	Procedure	Options	Required
1	Complete all production configuration processing, print, and update the last <i>Production Register</i> for the period.	Include Period to Date totals	Yes
2	Print the <i>Production Status Report</i> .		Yes
3	Perform the <i>MC End of Period Close</i> in <i>General Ledger</i> .		Yes

Reference Information

Each form in the *TakeStock Manufacturing Control* module is listed below.

Use this form:	To do this:
<i>Suggested Production Entry</i>	Create suggested production orders.
<i>Production Entry</i>	Create or modify production orders.
<i>Disassembly Entry</i>	Create or modify disassembly orders.
<i>Reconfiguration Entry</i>	Create or modify reconfiguration orders.
<i>Production Ticket Print</i>	Print or reprint 1 or more production (assembly, disassembly, reconfiguration, or outsourced) tickets.
<i>Auto Commit Backorders</i>	Automatically commit backorder quantities for sales orders, warehouse transfers, and production orders.
<i>Production Ticket Approval</i>	Approve or un-approve groups of production tickets
<i>Production Confirmation</i>	Indicate to the system that parent items have been physically produced.
<i>Production Register</i>	Run a production register for confirmed, WIP , or deleted production tickets.

Use this form:**To do this:**

*Selection Group
Maintenance*

Enter and maintain selection header and line information and create selection groups.

*Parent BOM
Maintenance*

Setup parent item bills of material for production or kitting.

*MC Control
Maintenance*

Enter and maintain control information for the Manufacturing Control module

Parent Inquiry

Display BOM, stock status, and cost and pricing information about parent items and their multi-level components.

Where Used Inquiry

Display information about where a component item is used.

*MC Document
Inquiry*

Display open and past production order documents for assemblies, disassemblies, and reconfigurations.

*Daily Production
Report*

Print a list of parent items that can be produced in the next daily production run or a list of parent items that cannot be produced due to insufficient component quantities.

Parent BOM Listing

Print a list of bills of material for parent items and significant parameters.

*Production Status
Report*

Print a list of production orders in the entered, approved, printed, confirmed, or WIP statuses.

*Suggested
Production Report*

Print a report of the information that the system stores in the suggested production data table.

*MC Sub Ledger
Report*

Print a report of the transactions created by the MC Production Register that post to the General Ledger.

Policies and Setup

Before you can use the *Manufacturing Control* module, you must complete the policy setup in other *TakeStock* modules. The following policies affect the way the MC module function and the way you can process parent items, specifically kitted items. For additional policies and setup information, refer to the *Policies and Setup* section of the appropriate modules user's guide and see your system administrator.

IM → Maintenances → Setup → IM Control Maint → General view

- Determine the cost method used by the system.
- Determine if users can over commit inventory.
- Determine if users can sell more than on hand (allow negative on hand).

IM → Maintenances → Setup → IM Control Maint → Price view

- Set up the descriptions for price levels.
- Determine how prices are calculated if based on a markup of cost.

IM → Maintenances → Setup → IM Control Maint → Cost view

- Determine the method for storing costs in the system.

IM → Maintenances → Item Maint → General view

- Determine type of item (supply, nonstock, serial/lot, BOM finished).
- Determine if inventory is to be updated for this item.
- Determine if item is active.
- Determine if item is taxable.
- Determine if this is a miscellaneous sales item.

IM → Maintenances → Setup → Warehouse Maint → Bins view

- Indicate if multiple bins will be used for warehouse.

IM → Maintenances → Setup → Warehouse Maint. → Orders view

- Determine if multi-shipment orders will be allowed.
- Determine if warehouse and direct shipments will be allowed on the same document.
- Set up the authorization password.
- Set up the security for groups that can initiate shipments and ship from warehouse.

IM → Maintenances → Setup → Warehouse Maint → Controls view

- Determine the alternate pricing warehouse.
- Set up the customer number to use for cash customer.
- Determine the default tax code for cash customer.

IM ↗ Maintenances ↗ Warehouse/Item Maint. ↗ General view

- Determine if multi-bins will be allowed.
- Determine if outside commits will be allowed at all, or only with approval.
- Indicate if nonstock item.
- Indicate if each item in each warehouse is used to calculate surplus stock.

SM → Maintenances → AddOn Maint → General view

- Determine if company is taxable.
- Indicate if default charges are a dollar amount or percentage.
- Indicate if normal charges are debits or credits.
- Establish minimum and maximum dollar charges for the Add On.
- Establish minimum and maximum percentages that can be entered.
- Establish the default amount, whether dollar or percentage is used.
- Indicate tax class if taxable.

SM → Maint. → Setup → Company Maint. → Options view

- Determining which GL number to use for posting Tax.
- Password used to override locked documents.
- Standard weight unit of measure.

SO → Maintenances → Setup → SO Control Maint → Pricing view

- Establish the maximum line discount allowed before the system will issue a warning.
- Establish the hierarchy for selecting the default price.
- Establish the minimum and maximum GM% allowed before the system issues a warning.
- Determine if cost can be selected as basis when calculating a selling price.
- Determine if a password is required for price overrides.
- Set up the password used to allow override of default price.
- Determine the maximum price change percentage that can be entered.
- Determine the maximum allowable line item discount percentage that can be entered.
- If multi pricing UMs, determine if best price should be calculated as the default.

SO → Maintenances → Setup → SO Control Maint → Margin

- Determine if the GM% will be displayed during document entry.
- Determine the basis to use when changing prices to meet a target GM%.

PO → Maint. → Vendor Maint. → Purchases view

- Setting the default cost for PO.

PO → Maint. → Vendor Maint. → Purchases view

- Determining whether to print the vendor item number, and if printed, print before or after the item number.

You must complete the following *Accounts Receivable* policies if you want to sell kitted parent items in the *Sales Orders* module. To sell kitted parent items, you also have to complete all of the policies and set up for the SO module.

AR → Maintenances → Setup → AR Control Maint → Cred Chk view

- Determine what action to take if credit check fails.

AR → Maintenances → Customer Maint → Codes view

- Determine the price class to use when calculating prices.
- Establish the default Salesperson.

AR → Maintenances → Customer Maint → Invoicing view

- Determine if commission % or No Priority for the customer.
- Determine if backorder entry is to be allowed.
- Establish the default Ship Via.
- Establish the default Ship To.
- Establish the default Route and Route Stop #
- Determine if PO number is required during entry of a document.

AR → Maintenances → Customer Maint → Taxes view

- Determine if customer is resale for calculating taxes.
- Determine the tax code for customer.

AR → *Maintenances* → *Ship To Maint* → *Invoicing view*

- Establish the default Ship Via for the Ship To.
- Establish the default Route and Route Stop # for the Ship To.
- Establish the default Salesperson for the Ship To.

AR → Maintenances → Ship To Maint → Taxes view

- Establish the default Tax Code for the Ship To.
- Determine if customer is resale or not for tax calculation for the Ship To.

AR → Maintenances → Salesperson Maint

- Set up the salesperson commission information.

Production

The Production menu allows you to enter, edit, and review suggested production tickets for parent items using *Suggested Production Entry*.

You can also enter, edit, and print production tickets for assemblies using *Production Entry*, for disassemblies using *Disassembly Entry*, and for reconfigurations using *Reconfiguration Entry*.

When you have entered the production ticket, you can approve the ticket and print it immediately or batch print it later using the *Production Ticket Print* program.

Auto Commit Backorders updates the production orders that have backordered quantities that have become available since the order was entered, such as when purchase ordered, other production orders, or warehouse transfers are received.

Entries for the Production menu are:

<i>Suggested Production Entry</i>	Creates suggested production orders.
<i>Production Entry</i>	Creates or modify production orders.
<i>Disassembly Entry</i>	Creates or modify disassembly orders.
<i>Reconfiguration Entry</i>	Creates or modify reconfiguration orders.
<i>Production Ticket Print</i>	Prints or reprints 1 or more production (assembly , disassembly , reconfiguration , or outsourced) tickets.
<i>Auto Commit Backorders</i>	Automatically commits backorder quantities for sales orders, warehouse transfers, and production orders.
<i>Production Ticket Approval</i>	Approve or un-approve groups of production tickets

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Production Menu Options

The programs on the Production and Completion menus have many menu options in common. The common menu options are discussed in this section. Refer to the Form Contents section of a specific program for menu options that differ from the standard listing.

File

Menu Selection	Function
Delete	Deletes the current production ticket. This option is not available for <i>Production Confirmation</i> .
Stop confirmation	Stops confirmation of the production ticket. This option is only available for <i>Production Confirmation</i> .
Import Suggested	Accesses the <i>Import Suggested</i> dialog box, which is used to import suggested production for produced parent items. This option is only available for the <i>Production Entry-Header</i> view when you enter a parent item that has suggested production.
Preferences	Accesses dialog boxes where you can set user preferences for the tab order of the entry fields on a screen or to set the order any available browse columns.
Exit	Exits the program and returns you to the main MC menu.

Inquiry

Menu Selection	Function
Item Inquiry	Accesses the <i>Item Inquiry</i> program, which displays item information.
Vendor Inquiry	Accesses the <i>Vendor Inquiry</i> , which displays vendor information.
Item Interchange Inquiry	Accesses the <i>Item Interchange</i> dialog box, which is used to select an interchange item for the current item.
Substitute Item	Displays a list of substitutes for the current item.
Price Find	Accesses the <i>Price</i> dialog box, which is used to determine pricing of the current item.

Menu Selection	Function
Suggested Inquiry	Accesses the <i>Suggested Production Entry</i> screen in "View Only" mode. You can view suggested production information but you cannot modify suggested production information when accessing this program from the Inquiry menu.
Parent Inquiry	Accesses the <i>Parent Inquiry</i> , which is used to display the BOM, stock status, and cost and pricing information about parent items and the multi-level components used to create them.
Document Overview Inquiry	Displays an overview of all the line items on the current document.
MC Document Inquiry	Accesses the <i>MC Document Inquiry</i> dialog box, which displays open and past production order documents.
SO Document Inquiry	Accesses the <i>SO Document Inquiry</i> dialog box, which displays open and past sale order documents.
PO Document Inquiry	Accesses the <i>PO Document Inquiry</i> dialog box, which displays open and past purchase order documents.

Find

Menu Selection	Function
Lookup	Accesses the lookup feature for the current field.
Document QuickSearch	Accesses the QuickSearch feature for documents.
Item QuickSearch	Accesses the QuickSearch feature for items.
Vendor QuickSearch	Accesses the QuickSearch feature for vendors.
Find Component Line	Opens the <i>Find Item</i> dialog box that allows you to enter a component item that you want to find a the current document.

Notes

Menu Selection	Function
Warehouse	Accesses the <i>Notes</i> dialog box for the

Menu Selection	Function entered warehouse.
Item	Accesses the <i>Notes</i> dialog box for the current item.
Parent Item	Accesses the <i>Notes</i> dialog box for the current parent item.
Document	Accesses the <i>Notes</i> dialog box for the current document.
Component Lines	Accesses the <i>Notes</i> dialog box for the current component line item. You can access this option when you are entering or editing component lines.
Import BOM Header	Accesses the <i>Import Notes</i> dialog box for the header that you are entering or editing.
Import BOM Line	Accesses the <i>Import Notes</i> dialog box for the component line that you are entering or editing.

Additional

Menu Selection	Function
Maintain	Accesses the appropriate maintenance program to maintain records for the available fields on this screen.
Dates Display	Accesses the <i>Production Dates Display</i> dialog box, which is used to change the dates for one or more line items on the production document. This option is available only when you are confirming a production order.
Selection Group	Accesses the <i>Configurator</i> dialog box. You can access this option when you are adding a line item and the <i>Component</i> field is empty.
Serial/Lot Distribution	Accesses the <i>Serial</i> or <i>Lot Allocation</i> dialog box. You can access this option when you are adding or editing a serial or lot item.
Scrapped Quantity	Accesses the <i>Scrapped Quantity</i> dialog box. You can access this option when you are adding or editing a line item.
Stock Reservations -	Accesses the <i>Stock Reservations</i> dialog box. You can access this option when you

Outgoing	are adding or editing a line item that has a backordered quantity.
Stock Reservations - Incoming	Accesses the <i>Stock Reservations</i> dialog box. You can access this option when once you have entered a parent item.
Custom Fields - Header	Accesses the <i>Custom Fields</i> dialog box where you can enter custom fields for the production ticket header.
Custom Fields - Component Lines	Accesses the <i>Custom Fields</i> dialog box where you can enter custom fields for the production ticket lines.

Activity

Menu Selection	Function
Entry	Accesses the <i>Header</i> view of the <i>Production Entry</i> screen.
Confirmation	Accesses the <i>Header</i> view of <i>Production Confirmation</i> screen.
Disassembly	Accesses the <i>Header</i> view of the <i>Disassembly Entry</i> screen.
Reconfiguration	Accesses the <i>Header</i> view of the <i>Reconfiguration Entry</i> screen.

Global

Menu Selection	Function
User Profile	Accesses your user profile information.
Note Pad	Accesses <i>NotePad Notes</i> dialog box, which is used to enter notes for the current user.
Personal Favorites	Allows you to access frequently used programs.
Jump	Accesses the <i>Program Locator</i> dialog box, which allows you to move to other <i>TakeStock</i> modules and programs.

Help

Menu Selection	Function
Contents	Accesses the online Help table of contents.
Glossary	Access the <i>TakeStock</i> Glossary.
Search for Help on	Accesses the Help system index.

Screen Help	Accesses online Help for the current screen.
About TakeStock	Displays release, licensing, and support information about <i>TakeStock</i> .
Special Keys	Accesses the <i>Special Keys</i> dialog, which lists the function keys for the current screen.

Suggested Production Entry

Using the *Suggested Production Entry* screen, you can create suggested production orders for parent items for a given warehouse and reserve suggested production quantities of parent items. The system can automatically create suggested production orders when you are creating a sales order, production order, or warehouse transfer and need a parent item that is not in stock. When you access the *Suggested Production Entry* screen, if suggested production orders exist for parent items in the selected warehouse, the system displays them in the lower portion of the screen. In the center of the screen, the system displays inventory information about the parent item.

Form Contents

Fields, Buttons, Checkboxes, & Icons

For a listing of standard TakeStock icons and buttons, refer to the System Icons and Buttons topic in *Chapter 2, Getting Started of TakeStock Basics*.

Save Saves the current suggested production entry.

Delete Deletes the current suggested production entry.

Warehouse The warehouse where the parent item resides.

Parent The parent item for which you want to enter suggested production

Suggested The quantity of the parent item to create in this suggested production entry.

Menu Options

File

Menu Selection	Function
Delete All Items	Deletes all items from the parent warehouse after asking you to confirm the deletion.
Preferences	Accesses the <i>Preferences</i> dialog box where you can set user preferences for the tab order of the entry fields on a screen or to set the order any available browse columns.
Exit	Exits the program and returns you to the main MC menu.

Inquiry

Menu Selection	Function
Item Inquiry	Accesses the <i>Item Inquiry</i> program, which displays item information.
Replenishment Inquiry	Accesses the <i>Replenishment Detail Inquiry</i> dialog box to view usage of the item by month, frozen control settings, and the last three receipts.
Parent Inquiry	Accesses the <i>Parent Inquiry</i> , which is used to display the BOM, stock status, and cost and pricing information about parent items and the multi-level components used to create them.
Where Used Inquiry	Accesses the <i>Where Used Inquiry</i> , which is used to display information about where a component item is used.
Document Overview Inquiry	Displays an overview of the line items on the current document.

Find

Menu Selection	Function
Lookup	Accesses the Lookup feature for the current field.
Suggested Production	Accesses the Suggested Production lookup.

Notes

Menu Selection	Function
Item	Accesses the Notes feature for the current item.
Parent Item	Accesses the Notes feature for the current parent item.
Warehouse	Accesses the Notes feature for the current warehouse.

Additional

Menu Selection	Function
Maintain	Accesses the appropriate maintenance program for the current field.
Stock Reservations	Accesses the <i>Stock Reservations</i> dialog box.

See Also

How to enter or modify suggested production orders

How to enter or modify suggested production orders

1. Access the *Suggested Production Entry* screen in the *Production* submodule of *Manufacturing Control*. The complete path is *Manufacturing Control* → *Production* → *Suggested Production Entry*.

Warehouse: 000 Argentina Warehouse

Parent: bicycle Save

Suggested: 15 Reserved Stk: 15 Special Order: 0 UM: EA

Recommend: 0 Order Qty: 26 Avg LT: 0
 On Order: 31 Order Pt: 4 Mvmt Cls: 14
 Available: 3 Line Pt: 14 Seasonality: No
 Backorder: 5- Avg Usage: 0 Replen. Wh: Direct
 Min To Produce: 1.00 Max To Produce: 9,999,999.00

Item	Open Stk	Reserved	Special Add	Sugg Order	UM	Ty
bike	0.	15.	0.	15.	EA	Sp
bom0109	30.	0.	0.	30.	EA	Re
da97	0.	0.	2.	2.	EA	Sp
DX100	4.	0.	0.	4.	EA	Sp
il20	540.-	600.	0.	60.	BX	Sp

Enter the warehouse code.

2. In the *Warehouse* field, modify the warehouse that contains the produced parent items for which you want to create suggested production orders as necessary. In the lower portion of the screen, the system displays the parent items in the warehouse that already have suggested production orders.
3. If you want to modify the suggested production quantity for a produced parent item displayed in the lower portion of the screen, highlight the item, modify the quantity in the *Suggested* field, and select the **Save** button to save your changes.
4. If you want to add a suggested production order for a produced parent item that resides in the warehouse that you entered in step 1, enter the parent item number in the *Parent* field.
5. In the *Suggested* field, enter the quantity for which you want to create the suggested production order, and select the **Save** button to save your work. The system displays the new suggested production order in the browser in the lower portion of the screen.
6. If you want to delete a suggested production order, highlight the line in the browser in the lower portion of the screen and select the **Delete** button. The system displays the question: *Are you sure you want to delete this Suggested Production record?* Select **Yes**, and the system deletes the suggested production order. Select **No**, and the system does not delete the suggested production order.
7. Repeat steps 3–6 to modify, add, or delete additional suggested production orders for parent items in this warehouse. To modify, add, or delete suggested

production orders for parent items in another warehouse, modify the warehouse code in the *Warehouse* field, then repeat steps 3–6.

8. When you are finished entering, modifying, or deleting suggested production orders, exit the screen, and the system displays the MC main menu.

See Also

Suggested Production Entry

Production Entry

Using *Production Entry*, you can create or modify production orders or "tickets" for produced parent items in the *Production* activity of the *Manufacturing Control* module. You can edit or modify production orders that have not been confirmed. The system uses production orders to commit item quantities for production.

You can edit or modify production orders whether or not they that have been confirmed. You can edit confirmed production ticket before the Production Register has been updated using the Production Confirmation program. In Production Confirmation, if you enter a production number that has already been confirmed, a message displays allowing you to "unconfirm" and reconfirm the production ticket.

If you are using containerized items in production, then the system displays the Container Allocation program that allows you to receive, commit, and ship items that are stored in traceable containers. For containerized items that are in lots, the system displays the lot allocation dialog box first, then the Container Allocation dialog box. The system forces container allocation to balance with the lot allocation.

The *Production Entry* program consists of 3 views:

Production Entry—Header View

Production Entry—Items View

Production Entry—Footer View

Print Security Functionality

Note that separate print security functionality exists for *Production Entry* and the *Production Ticket Print* program. This setting allows users to print production tickets from the Footer screen of *Production Entry* without allowing print access from the *Production Ticket Print* program. In SM --> Security --> Security Review double click the Production Entry program then set the Functions option to **Production Ticket Print** and add valid user groups.

Manufacturing Control Container Processing Details

In Production Entry and Production Confirmation, you can allocate containers to the production order for component items and for produced items if the parent item uses containers. The system displays the message: "Do you want to enter container numbers for the produced item?" from the Items screen of MC Production or Confirmation Entry. If you answer Yes, the system displays the Container Allocation dialog box. When you are confirming production you must first indicate the container item used for the produced item, then select from the browser showing either empty certified containers or partially full containers that contain the same produced item and lot number. Double click an empty certified container in the browser to allocate it; the container is then displayed as allocated in the browser to the right.

Container costs are not included in cost roll up for components. This is because containers are not a component of the parent; they are a part of the parent. Warehouse quantities and warehouse bin quantities are updated at container

allocation, whether allocation occurs during Production Entry or Production Confirmation. Container bins are not updated until Production Confirmation is complete.

Production Entry allows the partial removal of the item in a container to create a parent item. (Manufacturing Control and IM Adjustments are the only places in TakeStock that allow the partial removal of the item in a container.)

Reconfirming and backing out the original confirmation causes the original container(s) allocated to become unallocated. The original containers also retain the overridden bin, if applicable; therefore a bin transfer may be necessary.

Disassembly is not recommended for re-drumming containers with the same containerized item. You should use the Container Transfers program to move containerized item from one container to another.

For example: Tanker truck delivers containerized item. It is drummed into DRM container. Customer orders a tanker truck; the containerized product should be moved from container DRM into TANKER container using the Container Transfers program. The product can then be sold to customer in TANKER container.

In Disassembly you cannot override the container bin location and press Save or Auto Pick on the Container Allocation dialog box and retain that bin. You must first allocate the containers with the original bin, then override each container bin individually and press Save.

e-wms Processing

For e-wms enabled warehouses, MC Production Entry runs e-wms processing when you finish entering the production order. Refer to the *e-wms Users Guide* for additional processing and program details about the e-wms feature.

As you save each line item, the system runs the Alternate Package Code Allocation routine to convert required and committed quantities to smallest quantities and determine the Pack Size, and Alternate Package Code passed to the e-wms system. This information is passed to the necessary e-wms send tables and processed by the e-wms Update Receive Process.

If you edit an existing production ticket that has already passed information via e-wms process and the record status is 'locked', the system displays a message indicating the document cannot be changed and disallows edits of the production ticket. If the ewms record status is not "Locked", the system displays a message indicating the e-wms status and gives you the option to edit the production ticket. If you edit the document, the system runs the e-wms send procedure again, with the document "Nuke" options. Once you complete your changes, the e-wms processing occurs as if you are sending a new production order.

There is no change in the processing of Serial numbers, Lots, or Containers in Production Entry, with regard to e-wms processing.

If the parent item contains any selection groups these selection groups must be resolved (components selected from the group(s)) before the ticket will be sent to the e-wms system.

Confirmation Entry: For production warehouses that are e-wms e-enable, the Production Confirmation Entry program is disabled. Production confirmation for

production tickets with items in e-wms enabled warehouse occurs via the e-wms Update process.

Limitations/Exclusions

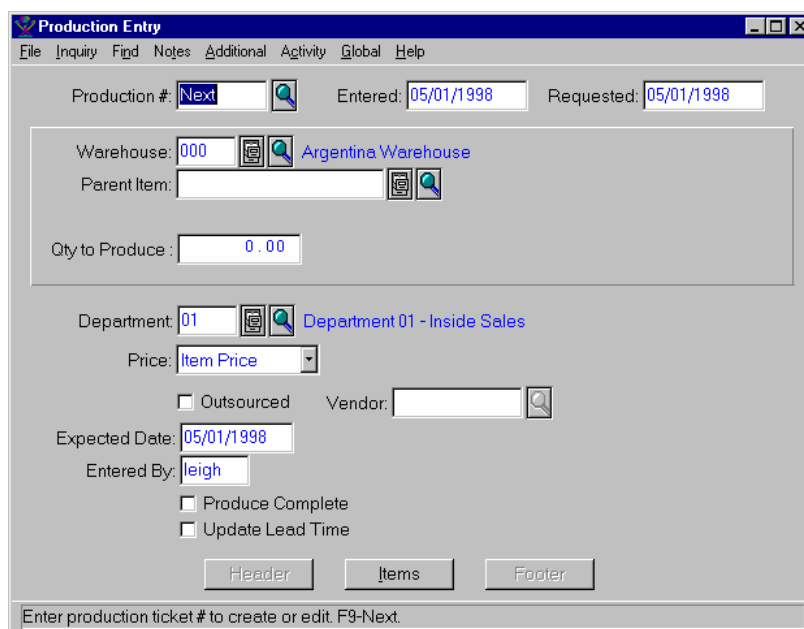
Once the e-wms system is fully functional, no longer processing in phased implementation, you should run the Disable Multiple Bins program. Once the Disable Multiple Bins program is run, the will contain no items marked as multiple bins, so no bin allocation will occur in Production Order Entry.

Production Entry Header View

When you access the program, the system displays the Header view. The Header window allows you to designate when you need production to occur, what parent you need to produce, how many you need, and who placed the order. You can also define pricing information, whether the parent item production is outsourced, and who entered the order.

You can use the actual cost for serial/lot items (if set in IM Control) for Production. Serial/Lot items also post serial and lot numbers into and out of (Work in Process) WIP quantities.

There are three screens for entering a production order: Header, Items, and Footer. When you complete the header information, choose the **Items** button to move to the component item entry window.



Form Contents

Fields, Buttons, Checkboxes, & Icons

For a listing of standard TakeStock icons and buttons, refer to the System Icons and Buttons topic in *Chapter 2, Getting Started of TakeStock Basics*.

Outsourced	Indicates that production for this item is outsourced . If you select this, you must enter a vendor. The parent item must be set on the <i>Parent BOM Maintenance</i> screen to allowing outsourced production.
Produce Complete	Indicates that you produce the complete quantity of the parent item.
Update Lead Time	Indicates that the Lead Time value includes the time it takes to complete production as

	well as the amount of time it takes to receive a part in the warehouse after ordering it. This Lead Time value is used by the system in usage calculations.
Items	Accesses the Items view of the <i>Production Entry</i> screen.
Production #	Enter the production ticket number if you are modifying a ticket. If you are creating a ticket, skip this field—the system assigns a number when you are finished. The system displays Next as the default.
<i>Entered</i>	The date that the production order is entered. The system displays the current date as the default for new orders.
<i>Requested</i>	The date that the production order is requested. The system displays the current date as the default for new orders.
<i>Warehouse</i>	The warehouse where the parent item resides.
<i>Parent Item</i>	The parent item that you want to produce.
<i>Qty To Produce</i>	The quantity of the parent item to produce in this production run.
<i>Department</i>	The department for posting to the General Ledger by profit/cost centers; the system displays the department from your user profile, which is the default. You can use this department or enter a different department code.
<i>Price</i>	Select a pricing option from the dropdown list box and whether to add an additional percentage to the price. You can select Item Price, Cost Rollup, which is a roll up of costs + % (includes additional costs), or Price Rollup, which is a roll up of component prices + (additional costs x %) This means 0% = no costs; 120% = cost +20%.
<i>Vendor</i>	The vendor to whom production is outsourced .
<i>Expected Date</i>	The date you want production to be completed. The system displays the current date plus Parent Lead Time as the default. For outsourced production, this is the expected return date from the vendor. For outsourced items, the system recalculates the Expected Date after components are entered, if any component is backordered. The Expected Date is the current date + longer of Parent Lead

Time or longest Lead time of Backordered Components for outsourced items.

Entered By

The name of the person entering the production ticket. The system displays the name from the user profile as the default.

Menu Options

File Find Inquiry Notes Additional Activity Global Help

See Also

Production Entry—Items View

Production Entry—Footer View

Print Assembly Ticket Dialog Box

How to enter production orders

Production Entry Items View

Using the Items view of *Production Entry*, you can enter, change, or delete the components items on a production order.

Component	Qty Per	Required	Committed	WIP	Backorderd	UM
I102	2.00	4.00	4.00	0.00	0.00	BX

Form Contents

Fields, Buttons, Checkboxes, & Icons

For a listing of standard TakeStock icons and buttons, refer to the System Icons and Buttons topic in *Chapter 2, Getting Started of TakeStock Basics*.

- Save** Saves the current component line item for this parent item and production ticket.
- End Add** Completes the add function. This action does not save your additions. You must click the **Save** button to first, then **End Add** if you want to save changes.
- Add** Adds the entered component to the parent item for this production run.
- Insert** Adds the entered component to the parent item for this production run above the highlighted line item in the browser in the center of the screen.
- Edit** Edits the select component quantity for the parent item for this production run.
- Delete** Deletes the current component line item for this parent item and production ticket.
- Header** Accesses the Header view of *Production Entry*.

Footer	Accesses the Footer view of <i>Production Entry</i> .
<i>Component</i>	The component that you are changing. You can use the actual cost for serial/lot items (if set in IM Control) for Production.
<i>Qty Per</i>	The quantity of the component used to produce 1 parent item.
<i>Committed</i>	The quantity of the component that is in committed inventory to create this parent item on this production run.
<i>WIP</i>	The quantity of the component that is in work-in-process inventory to create this parent item on this production run.
<i>Backordered</i>	The quantity of the component that is backordered to create this parent item on this production run.

Menu Options

File Find Inquiry Notes Additional Activity Global Help

See Also

Production Entry—Header View

Production Entry—Footer View

Print Assembly Ticket Dialog Box

Manufacturing Control Production Ticket Entry Edit Screen

How to enter production orders

Production Entry Footer View

Using the Footer view of *Production Entry*, you can enter additional add-on costs and modify standard add-on costs for a production order.

Form Contents

Fields, Buttons, Checkboxes, & Icons

Per Hour

Indicates that you are calculating the Labor standard add on as a "per hour figure instead of by amount or percent. When you select this checkbox, the system enables the *Rate* and *Hours* fields on the right side on the screen. If you indicated that this parent item uses a labor rate in *Parent BOM Maintenance*, the system marks the checkbox and enables the *Rate* and *Hours* fields on the right side on the screen as the default.

More

Accesses the *Add On Selections* dialog box, which is used to add and remove additional add-on selections from the production ticket footer.

Header

Accesses the Header view of *Production Entry*.

Items

Accesses the Items view of *Production Entry*.

Done

Indicates to the system that you are through entering footer information for the production ticket. The system accesses the *Print Assembly Ticket* dialog box, which is used to approve and print production tickets.

Overhead [Amount]

The overhead cost amount. The system displays the overhead amount that you entered in *Parent BOM Maintenance* multiplied by the quantity to

	produce as the default. Enter either overhead amount or percent, but not both.
<i>Overhead</i> <i>[Percent]</i>	The overhead cost percent. The system displays the overhead the percent that you entered in <i>Parent BOM Maintenance</i> as the default. Enter either overhead amount or percent, but not both.
<i>Packaging</i> <i>[Amount]</i>	The packaging cost amount. The system displays the packaging amount that you entered in <i>Parent BOM Maintenance</i> multiplied by the quantity to produce as the default. Enter either overhead amount or percent, but not both.
<i>Packaging</i> <i>[Percent]</i>	The packaging cost percent. The system displays the percent that you entered in <i>Parent BOM Maintenance</i> as the default. Enter either overhead amount or percent, but not both.
<i>Labor</i> <i>[Amount]</i>	The labor cost amount. The system displays the labor amount that you entered in <i>Parent BOM Maintenance</i> multiplied by the quantity to produce as the default. Enter either overhead amount, percent, or select the Per Hour checkbox to enter the labor rate and hours.
<i>Labor</i> <i>[Percent]</i>	The labor cost percent. The system displays the labor percent that you entered in <i>Parent BOM Maintenance</i> as the default. Enter either overhead amount, percent, or select the Per Hour checkbox to enter the labor rate and hours.
<i>Rate</i>	The hourly rate this production run.
<i>Hours</i>	The number of hours this production run.
Add Ons section	Modify any information in the <i>Amount</i> or <i>Percent</i> fields as necessary. The system displays any additional add ons that you included in the <i>Parent BOM Maintenance</i> program as the default.

Menu Options

File Find Inquiry Notes Additional Activity Global Help

See Also

Production Entry—Header View

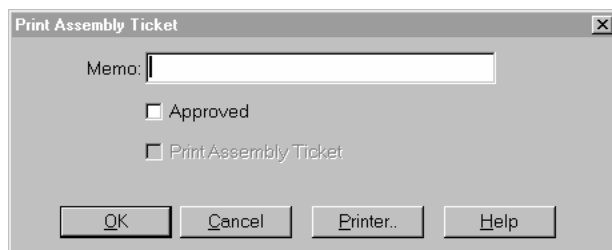
Production Entry—Items View

Print Assembly Ticket Dialog Box

How to enter production orders

Print Assembly Ticket Dialog Box

The system displays the *Print Assembly Ticket* dialog box when you select the **Done** button on the Footer view of the *Production Entry* screen. Using this dialog box, you can approve and print assembly tickets. If you want to wait and print the assembly tickets in larger groups or if you need to reprint assembly tickets, you can use the *Production Ticket Print* program located in the Production submodule of MC.



Note: A production ticket must be approved before it is printed and used for production. You must select the **Approved** checkbox before the system will enable the **Print Assembly Ticket** checkbox. This prevents an assembly ticket from being used before it is approved. You cannot confirm assembly tickets that have not been approved. To be authorized to approve assembly tickets, you must have print approval in functional security for *Manufacturing Control*.

If you check the **Approve Production Tickets Automatically** checkbox on the General view of MC Control Maintenance, the Approved checkbox is automatically checked when you display this screen and production tickets automatically approved.

Form Contents

Fields, Buttons, Checkboxes, & Icons

OK	Approves and prints (if you selected the Print Assembly Ticket checkbox) the assembly ticket.
Cancel	Cancels the assembly ticket approval and print.
Printer	Accesses the <i>Print Setup</i> dialog box, which is used to select settings for printing and updating.
Help	Accesses online Help for this screen.
Approve	Indicates that you want to approve the assembly ticket.
Print Assembly Ticket	Indicates that you want to print the assembly ticket. The system enables this checkbox after you select the Approve checkbox.
<i>Memo</i>	Message text that prints on the assembly ticket.

See Also

Production Entry—Header View

Production Entry—Items View

Production Entry—Footer View

How to enter production orders

Print Assembly Ticket

A typical assembly ticket is depicted below:

-----+-----						
QA's Primary Test Co.		P R O D U C T I O N			Production 00001345	
9380 Medlock Bridge Road		A S S E M B L Y				
Suite 550					Page 1	
Alpharetta, GA 30022					Date 04/15/1998	
Parent: lw0015		prod-pI w/ sel grp		Quantity To Produce:		1 EA
-----+-----						
Whse	Entered	Requested	Expected	Dept	Bin Location	Reserved For
-----+-----						
012	04/15/1998	04/15/1998	04/15/1998	001		
-----+-----						
T Component	Description			Required	Committed	WIP Used BackOrd UM Location
-----+-----						
L001	item for comp (kit)			1	1	0 0 EA
L002	item for comp (Kit)			1	1	0 0 EA
P lw005				5	5	0 0 EA
L002	item for comp (Kit)			6	6	0 0 EA
-----+-----						
Thanks for ordering American Made from QAD Mfg. Date Produced: _____ Initials: _____						

How to enter production orders

1. Access the *Production Entry* screen in the *Production* submodule of *Manufacturing Control*. The complete path is *Manufacturing Control*→*Production*→*Production Entry*. The system displays the Header view of the *Production Entry* screen.

The screenshot shows the 'Production Entry' window with the following fields and values:

- Production #:** Next
- Entered:** 05/04/1998
- Requested:** 05/04/1998
- Warehouse:** 012 (leigh's test warehouse)
- Parent Item:** lw021 (produced parent lw020 & 1001)
- Qty to Produce:** 1.00 EA
- Department:** 001 (Department 001)
- Price:** Item Price
- Outsourced:** ☐
- Vendor:** (empty)
- Expected Date:** 05/04/1998
- Entered By:** leigh
- Produce Complete:** ☐
- Update Lead Time:** ☐

Buttons at the bottom: Header, Items, Footer.

2. In the *Entered* and *Requested* fields, modify the date as necessary. The system displays the current date as the default.
3. In the *Warehouse* field, modify the warehouse for the parent item that you want to produce as necessary. The system displays the warehouse code from your user profile as the default.
4. In the *Parent Item* field, enter the produced parent item number.



TIP: If suggested production orders exist for the parent item, the system displays the message: "*Suggested production exist for the parent item. Do you want to import now?*" Select **Yes** and the system displays the *Import Suggested Production* dialog box, which is used to select the suggested production orders that you want to import; select **No** to ignore the suggested production orders.

5. In the *Qty To Produce* field, enter or modify the quantity that you want to produce in this production run. If you are importing suggested production orders, the system displays the total from the import as the quantity to produce.



TIP: You cannot create a production ticket for a quantity greater than the *Max to Produce* quantity that you entered on the *Parent BOM Maintenance* screen in MC.

6. In the *Department*, *Price*, and % (if displayed), *Outsourced* (checkbox) and *Vendor* fields, and **Produce Complete** and **Update Lead Time** checkboxes, modify the default information as necessary. The system displays the information that you

entered for this parent item on the *Parent BOM Maintenance* screen in MC as the default.

7. In the *Expected Date* field, enter the date when you want production to be completed. The system displays the current date plus Parent Lead Time as the default. For outsourced production, this is the expected return date from the vendor. For outsourced items, the system recalculates the Expected Date after components are entered, if any component is backordered. The Expected Date is the current date + longer of Parent Lead Time or longest Lead time of Backordered Components for outsourced items.
8. In the *Entered By* field, modify the user name as necessary.
9. Select the **Items** button to access the Items view of the *Production Entry* screen.



TIP: If the information that you entered on the *Parent BOM Maintenance* screen indicates that the components for the parent item are from a selection group, then the system displays the *Configurator* dialog box so that you can select items from the selection group that you want to use to produce the parent item. See the *Configurator* procedure in this document for detailed instructions on configuring parent items.

10. The system builds the production order, assigns a production order ticket number, and based on the parent item's bills of material, checks inventory quantities to ensure that production can take place.



TIP: If the system finds a component with insufficient quantities for production, it displays a message asking what to do about the backordered quantity. The message varies based on the component type and replenishment path. The available dialog boxes and options are listed by component type.

Dialog box for components that are non-parent items-

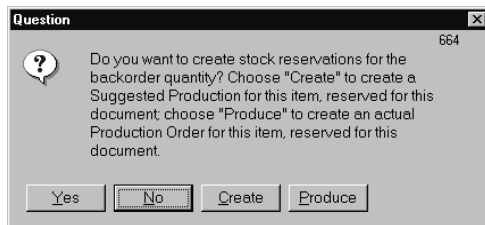


Select:

No to do nothing about stock reservations and simply return *Production Entry* screen. **Create**, and the system automatically creates a suggested PO or transfer for this item, reserved for this document and returns you to the *Production Entry* screen. The type of suggested document that the system creates depends on the item's replenishment path.

Yes, and the system displays the *Stock Reservations* dialog box. Complete the stock reservation, and the system returns you to the *Production Entry* screen.

Dialog box for components that are parent items-

**Select:**

No to do nothing about stock reservations and simply return *Production Entry* screen. - **Yes**, and the system displays the *Stock Reservations* dialog box.

Complete the stock reservation, and the system returns you to the *Production Entry* screen. **Create**, and the system automatically creates a suggested PO, transfer, or production order for this item, reserved for this document and returns you to the *Production Entry* screen. The type of suggested document that the system creates depends on the item's replenishment path.

Produce, and the system accesses Header view of the *Production Entry* screen, which is used to create production tickets for produced parent items.

11. When the system has checked inventory quantities for all the components of the parent item that you want to produce, it displays the Items view of the *Production Entry* screen.

Production Entry

File Inquiry Find Notes Additional Activity Global Help

Prod #: 00001401 Parent: lw021 Qty: 1 EA

Component: LW020 produced parent of 11,2,3,4

Qty Per Required Committed WIP Backorderd UM

2 2 2 0 0 EA

Note:

Component	Qty Per	Required	Committed	WIP	Backorderd
LW020	2	2	2	0	0
L001	1	1	1	0	0
lw008	4	4	0	0	4

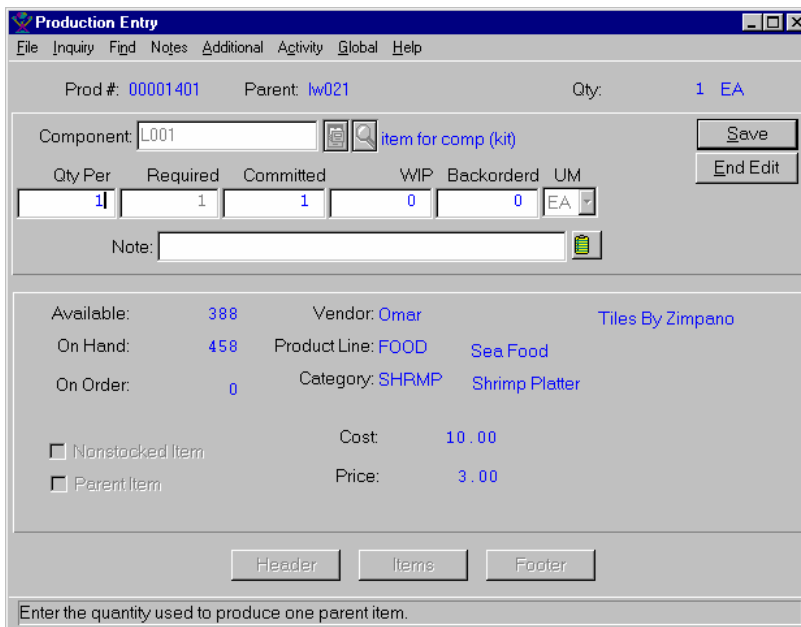
Add Insert Edit Delete

Header Items Footer

12. Using the Items view, you can review, add, delete, and insert components and edit component quantities for the parent item based on settings that you entered on the *Parent BOM Maintenance* program for the parent item and the BOM components. To change component information on this screen follow the applicable instructions in steps 13-17. If you have reviewed the components for this production run and do not want to make any changes, skip to step 18 of this procedure.
13. If you want to add or insert a component to the parent item BOM for this production run, select the **Add** or **Insert** button and enter the component number in the component field and the appropriate quantity information. If you want to edit a component quantity for the parent item for this production run, highlight

the component in the browser at the bottom of the screen and select the **Edit** button.

The system displays the edit screen for *Production Entry*.



14. In the *Qty Per* field, enter or modify the quantity used to produce 1 parent item. Modify the *Committed*, *WIP*, and *Backordered* fields as necessary. Select the **Notes** icon to enter or modify notes for the component line item.

When you edit the WIP quantity on a production ticket that has a production date less than today's date, the system displays the Production Date Entry dialog box. Enter a valid date during the prior, current, or next MC period.

15. Select the **Save** button to save your work, and the system returns you to the Items view of Production Entry.



TIP: The system checks the inventory quantities against any edits or additions that you make and displays questions about backordered quantities as necessary. For information about the system questions, refer to the **Tip** in step 10 of this procedure.



TIP: If you are using containerized items in production, then the system displays the Container Allocation program that allows you to receive, commit, and ship items that are stored in traceable containers.

16. Select the **End Add/Insert** or **End Edit** button as appropriate.
17. If you want to delete a component from the parent item for this production run, highlight the component line in the lower portion of the screen and select the **Delete** button.



TIP: The system displays the question: "Are you sure you want to delete this line-item?" Select **OK**, and the system deletes the line; select **Cancel** to return to the Items view of *Production Entry* and delete nothing.

18. Select the **Footer** button to access the Footer view of the Production Entry screen.

19. In the Standard Add Ons section, enter or modify the Overhead, Packaging, or Labor costs in the appropriate *Amount* or *Percent* fields as necessary. The system displays the default information for these fields that you entered in the *Parent BOM Maintenance* program.
20. In the Add Ons section, modify any information in the *Amount* or *Percent* fields as necessary. The system displays any additional add ons that you included in the *Parent BOM Maintenance* program as the default.
21. If you want to select additional add on selections for this production run, click the **More** button. The system displays the *Add On Selections* dialog box, which is used to add and remove additional add on selections from the production ticket footer.
22. When you are finished reviewing the footer information, select the **Done** button. The system accesses the *Print Assembly Ticket* dialog box.

23. In the *Memo* field, enter text as necessary.
24. Select the **Approved** checkbox to approve the production ticket if you are authorized to do so.



TIP: A production ticket must be approved before it is printed and used for production. You must select the **Approved** checkbox before the system will

enable the **Print Assembly Ticket** checkbox. This prevents an assembly ticket from being used before it is approved. To be authorized to approve assembly tickets, you must have print approval in functional security for *Manufacturing Control*.

25. Select the **Print Assembly Ticket** check box if you want to print the assembly ticket now. For detailed instructions on using the *Production Ticket Print* program, refer to the *Production Ticket Print* section of this document.



TIP: You do not have to print assembly tickets individually. You can print assembly tickets in groups by using the *Production Ticket Print* program.

26. Select **OK** to print and/or approve the assembly ticket or **Cancel** to cancel the production ticket print and/or approval. Select the **Print** button to access the Print Setup dialog box. Select the **Help** button to access the online Help for this screen.
27. When you close the *Print Assembly Ticket* dialog box, the system returns you to the Header view of the *Production Entry* screen. Exit the program or enter more production assembly tickets as necessary.

See Also

Production Entry—Header View

Production Entry—Items View

Production Entry—Footer View

Production Disassembly

Using *Disassembly Entry*, you can create or modify disassembly orders or "tickets" for produced parent items in the *Production* activity of the *Manufacturing Control* module. You can edit or modify disassembly orders that have not been confirmed. The system uses production orders to commit parent item quantities for production.

If you produce containerized items in production disassembly, then the system displays the Container Allocation program that allows you to receive, commit, and ship items that are stored in traceable containers. For containerized items that are in lots, the system displays the lot allocation dialog box first, then the Container Allocation dialog box. The system forces container allocation to balance with the lot allocation.

The *Disassembly Entry* program consists of 3 views:

Disassembly Entry—Header View

Disassembly Entry—Items View

Disassembly Entry—Footer View

Container Processing

If you produce containerized items in production disassembly, then the system displays the Container Allocation dialog box that allows you to receive, commit, and ship items that are stored in traceable containers. For containerized items that are in lots, the system displays the lot allocation dialog box first, then the Container Allocation dialog box. The system forces container allocation to balance with the lot allocation.

Disassembly is not recommended for re-drumming containers with the same containerized item. You should use the Container Transfers program to move containerized item from one container to another.

For example: Tanker truck delivers containerized item. It is drummed into DRM container. Customer orders a tanker truck; the containerized product should be moved from container DRM into TANKER container using the Container Transfers program. The product can then be sold to customer in TANKER container.

In Disassembly you cannot override the container bin location and press Save or Auto Pick on the Container Allocation dialog box and retain that bin. You must first allocate the containers with the original bin, then override each container bin individually and press Save.

e-wms Processing

For e-wms enabled warehouses, MC Disassembly Entry runs e-wms processing when you finish entering the production order. Refer to the *e-wms Users Guide* for additional processing and program details about the e-wms feature.

As you save each line item, the system runs the Alternate Package Code Allocation routine routine to convert required and committed quantities to smallest quantities and determine the Pack Size, and Alternate Package Code passed to the e-wms

system. This information is passed to the necessary e-wms send tables and processed by the e-wms Update Receive Process.

If you edit an existing disassembly production ticket that has already passed information via e-wms process and the record status is 'locked', the system displays a message indicating the document cannot be changed and disallows edits of the production ticket. If the ewms record status is not "Locked", the system displays a message indicating the e-wms status and gives you the option to edit the production ticket. If you edit the ticket, the system runs the e-wms send procedure again, with the document "Nuke" options. Once you complete your changes, the e-wms processing occurs as if you are sending a new disassembly ticket.

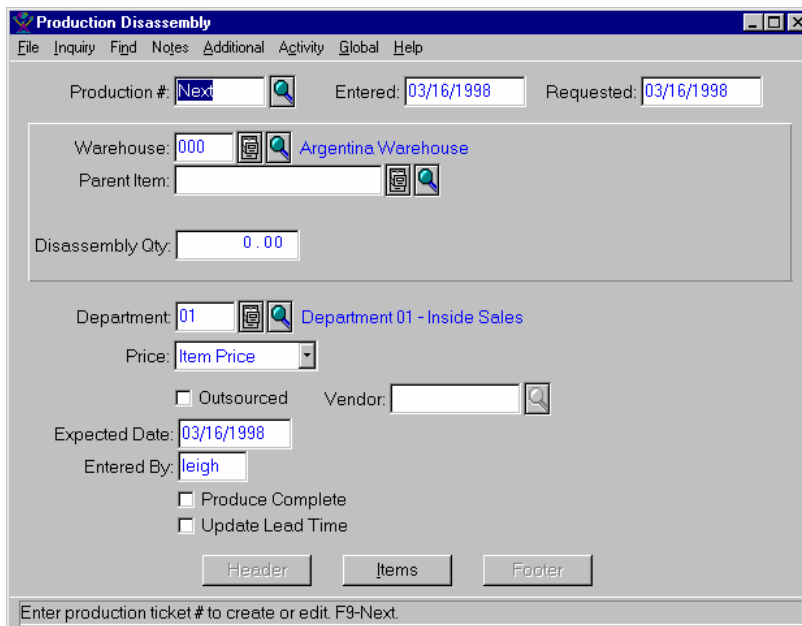
If the parent item contains any selection groups these selection groups must be resolved (components selected from the group(s)) before the ticket will be sent to the e-wms system.

Confirmation Entry: For production warehouses that are e-wms e-enable, the Confirmation Entry program is disabled. Production confirmation for production tickets with items in e-wms enabled warehouse occurs via the e-wms Update process.

Production Disassembly Header View

When you access the program, the system displays the Header view. The Header window allows you to designate when you need disassembly to occur, what parent you need to disassemble, how many you need, and who placed the order. You can also define pricing information, whether the parent item production is outsourced, and who entered the order.

There are three screens for entering a disassembly order: Header, Items, and Footer. When you complete the header information, choose the **Items** button to move to the component item entry window.



Form Contents

Fields, Buttons, Checkboxes, & Icons

For a listing of standard TakeStock icons and buttons, refer to the System Icons and Buttons topic in *Chapter 2, Getting Started of TakeStock Basics*.

Outsourced Indicates that production for this item is outsourced. If you select this, you must enter a vendor. The parent item must be set on the *Parent BOM Maintenance* screen to allowing outsourced production.

Produce Complete Indicates that you produce the complete quantity of the parent item.

Update Lead Time Indicates that the Lead Time value includes the time it takes to complete production as well as the amount of time it takes to receive a part in the warehouse after ordering it. This Lead Time value is used by the system in usage

calculations.

Items	Accesses the Items view of the <i>Production Disassembly</i> screen.
Production #	Enter the production ticket number if you are modifying a ticket. If you are creating a ticket, skip this field—the system assigns a number when you are finished. The system displays Next as the default.
<i>Entered</i>	The date that the production order is entered. The system displays the current date as the default for new orders.
<i>Requested</i>	The date that the production order is requested. The system displays the current date as the default for new orders.
<i>Warehouse</i>	The warehouse where the parent item resides.
<i>Parent Item</i>	The parent item that you want to disassemble.
<i>DisassemblyQ ty</i>	The quantity of the parent item to produce in this production run.
<i>Department</i>	The department for posting to the General Ledger by profit/cost centers; the system displays the department from your user profile, which is the default. You can use this department or enter a different department code.
<i>Price</i>	Select a pricing option from the dropdown list box and whether to add an additional percentage to the price. You can select Item Price, Cost Rollup, which is a roll up of costs + % (includes additional costs), or Price Rollup, which is a roll up of component prices + (additional costs x %) This means 0% = no costs; 120% = cost + 20%.
<i>Vendor</i>	The vendor to whom production is outsourced.
<i>Expected Date</i>	The date you want production to be completed. For outsourced production, this is the expected return date from the vendor. The system displays the current date as the default.
<i>Entered By</i>	The name of the person entering the production ticket. The system displays the name from the user profile as the default.

Menu Options

File Find Inquiry Notes Additional Activity Global Help

See Also

Production Disassembly—Items View

Production Disassembly—Footer View

Print Disassembly Ticket Dialog Box

How to enter disassembly orders

Production Disassembly Items View

Using the Items view of *Production Disassembly*, you can enter, change, or delete the components items on a disassembly order.

Production Disassembly

File Inquiry Find Notes Additional Activity Global Help

Prod #: 00000045 Parent: I120 Qty: 2 BX

Component: I109 Foreman's shop cabinet desk

Qty Per: 2 UM: BX Cost %: 8.725

Note:

Component	Qty Per	UM	Cost %	Cost	UM	Description
I109	2	BX	8.725	0.19	CS	Foreman's sh
I101	2.000	EA	7.215	0.16	EA	I128/1500 CC
I103	2	BX	17.224	0	CS	I128W CONVEC
aehlot4	2	EA	2.605	0.0578	BX	Al's lot tes
I102	3.00	BX	17.448	0.258	CS	564W CONVEC
I115	2	BX	0.760	0.0169	CS	Plastic doll
I104	2	BX	20.727	0.46	CS	1504W CONVEC
I105	2.0	BX	11.899	0.26	CS	1880W CONVEC

Buttons: Add, Insert, Edit, Delete

Choose to add component line.

Form Contents

Fields, Buttons, Checkboxes, & Icons

For a listing of standard TakeStock icons and buttons, refer to the System Icons and Buttons topic in *Chapter 2, Getting Started of TakeStock Basics*.

- Save** Saves the current component line item for this parent item and disassembly ticket.
- End Add** Completes the add function. This action does not save your additions. You must click the **Save** button to first, then **End Add** if you want to save changes.
- Add** Adds the entered component to the parent item for this production disassembly run.
- Insert** Adds the entered component to the parent item for this production disassembly run above the highlighted line item in the browser in the center of the screen.
- Edit** Edits the select component quantity for the parent item for this production disassembly run.
- Delete** Deletes the current component line item for this parent item and disassembly ticket.

Header	Accesses the Header view of <i>Disassembly Entry</i> .
Footer	Accesses the Footer view of <i>Disassembly Entry</i> .
<i>Component</i>	The component that you are changing.
<i>Qty Per</i>	The quantity of the component used to produce 1 parent item.
<i>Cost %</i>	The quantity per multiplied by the system extended cost of each component divided by the total of the system extended cost of all component in the parent item.

Menu Options

File Find Inquiry Notes Additional Activity Global Help

See Also

Production Disassembly—Header View

Production Disassembly—Footer View

Print Disassembly Ticket Dialog Box

Manufacturing Control Production Ticket Entry Edit Screen

How to enter disassembly orders

Production Disassembly Footer View

Using the Footer view of *Production Disassembly*, you can enter additional add-on costs and modify standard add-on costs for a production disassembly order.

Form Contents

Fields, Buttons, Checkboxes, & Icons

- Per Hour** Indicates that you are calculating the Labor standard add on as a "per hour figure instead of by amount or percent. When you select this checkbox, the system enables the *Rate* and *Hours* fields on the right side on the screen. If you indicated that this parent item uses a labor rate in *Parent BOM Maintenance*, the system marks the checkbox and enables the *Rate* and *Hours* fields on the right side on the screen as the default.
- More** Accesses the Add On Selections dialog box, which is used to add and remove additional add-on selections from the production disassembly ticket footer.
- Header** Accesses the Header view of *Disassembly Entry*.
- Items** Accesses the Items view of *Disassembly Entry*.
- Done** Indicates to the system that you are through entering footer information for the production ticket. The system accesses the *Print Disassembly Ticket* dialog box, which is used to approve and print production tickets.

<i>Overhead [Amount]</i>	The overhead cost amount. The system displays the overhead amount that you entered in <i>Parent BOM Maintenance</i> multiplied by the quantity to produce as the default. Enter either overhead amount or percent, but not both.
<i>Overhead [Percent]</i>	The overhead cost percent. The system displays the overhead the percent that you entered in <i>Parent BOM Maintenance</i> as the default. Enter either overhead amount or percent, but not both.
<i>Packaging [Amount]</i>	The packaging cost amount. The system displays the packaging amount that you entered in <i>Parent BOM Maintenance</i> multiplied by the quantity to produce as the default. Enter either overhead amount or percent, but not both.
<i>Packaging [Percent]</i>	The packaging cost percent. The system displays the percent that you entered in <i>Parent BOM Maintenance</i> as the default. Enter either overhead amount or percent, but not both.
<i>Labor [Amount]</i>	The labor cost amount. The system displays the labor amount that you entered in <i>Parent BOM Maintenance</i> multiplied by the quantity to produce as the default. Enter either overhead amount, percent, or select the Per Hour checkbox to enter the labor rate and hours.
<i>Labor [Percent]</i>	The labor cost percent. The system displays the labor percent that you entered in <i>Parent BOM Maintenance</i> as the default. Enter either overhead amount, percent, or select the Per Hour checkbox to enter the labor rate and hours.
<i>Rate</i>	The hourly rate this production disassembly run.
<i>Hours</i>	The number of hours this production disassembly run.

Menu Options

File Find Inquiry Notes Additional Activity Global Help

See Also

Production Disassembly—Header View

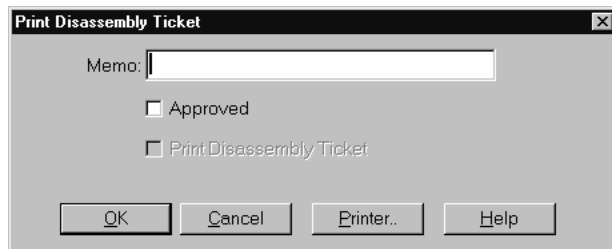
Production Disassembly—Items View

Print Disassembly Ticket Dialog Box

How to enter disassembly orders

Print Disassembly Ticket Dialog Box

The system displays the *Print Disassembly Ticket* dialog box when you select the **Done** button on the Footer view of the *Production Disassembly* screen. Using this dialog box you can approve and print disassembly tickets. If you want to wait and print the disassembly tickets in larger groups or if you need to reprint disassembly tickets, you can use the Production Ticket Print program located in the *Production* submodule of MC.



Note: A production ticket must be approved before it is printed and used for production. You must select the **Approved** checkbox before the system will enable the **Print Disassembly Ticket** checkbox. This prevents a disassembly ticket from being used before it is approved. You cannot confirm disassembly tickets that have not been approved. To be authorized to approve disassembly tickets, you must have print approval in functional security for *Manufacturing Control*.

If you check the **Approve Production Tickets Automatically** checkbox on the General view of MC Control Maintenance, the **Approved** checkbox is automatically checked when you display this screen and production tickets automatically approved.

Form Contents

Fields, Buttons, Checkboxes, & Icons

OK	Approves and prints (if you selected the Print Disassembly Ticket checkbox) the disassembly ticket.
Cancel	Cancels the disassembly ticket approval and print.
Printer	Accesses the Print Setup dialog box, which is used to select settings for printing and updating.
Help	Accesses online Help for this screen.
Approve	Indicates that you want to approve the disassembly ticket.
Print Disassembly Ticket	Indicates that you want to print the disassembly ticket. The system enables this checkbox after you select the Approve checkbox.
<i>Memo</i>	Message text that prints on the disassembly ticket.

See Also

Production Disassembly—Header View

Production Disassembly—Items View

Production Disassembly—Footer View

How to enter disassembly orders

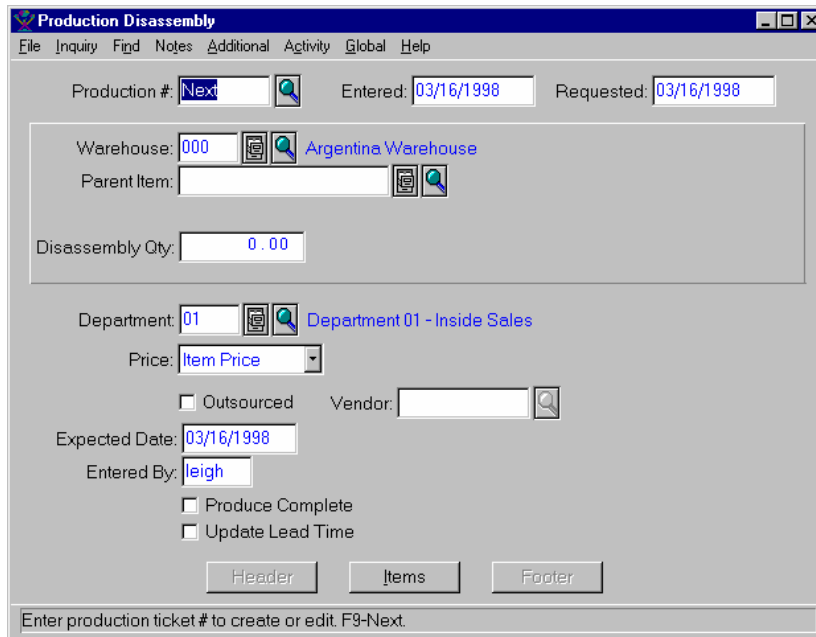
Print Disassembly Ticket

A typical disassembly ticket is depicted below:

[illegible]

How to enter disassembly orders

1. Access the *Production Disassembly* screen in the *Production* submodule of *Manufacturing Control*. The complete path is *Manufacturing Control*→*Production*→*Production Disassembly*. The system displays the Header view of the *Production Disassembly* screen.



2. In the *Entered* and *Requested* fields, modify the date as necessary. The system displays the current date as the default.
3. In the *Warehouse* field, modify the warehouse for the parent item that you want to disassemble as necessary. The system displays the warehouse code from your user profile as the default.
4. In the *Parent Item* field, enter the produced parent item number.
5. In the *Disassembly Qty* field, enter the quantity that you want to disassemble in this production run.



TIP: You cannot create a production run for a quantity greater than the *Max to Produce* quantity that you entered on the *Parent BOM Maintenance* screen in MC.

6. In the *Department*, *Price*, % (if displayed), **Outsourced** (checkbox), and *Vendor* fields, and **Produce Complete** and **Update Lead Time** checkboxes modify the default information as necessary. The system displays the information that you entered for this parent item on the *Parent BOM Maintenance* screen as the default.
7. In the *Expected Date* field, enter the date when you want disassembly to be completed.
8. In the *Entered By* field, modify the user name as necessary.

9. Select the **Items** button to access the Items view of the Production Disassembly screen. The system builds the production disassembly order based on the parent item's BOM, assigns a ticket number, and accesses the Items view.



TIP: If the information that you entered on the *Parent BOM Maintenance* screen indicates that the components for the parent item are from a selection group, then the system displays the *Configurator* dialog box so that you can select items from the selection group that you want to use to produce the parent item. See the *Configurator* procedure in this document for detailed instructions on configuring parent items.

Production Disassembly

File Inquiry Find Notes Additional Activity Global Help

Prod #: 00000045 Parent: I120 Qty: 2 BX

Component: I109 Foreman's shop cabinet desk Save

Qty Per UM Cost % End Edit

2 BX 8.725

Note:

Component	Qty Per	UM	Cost %	Cost	UM	De
I109	2	BX	8.725	0.19	CS	Foreman's sh
I101	2.000	EA	7.215	0.16	EA	1128/1500 CC
I103	2	BX	17.224	0	CS	1128W CONVEC
aehlot4	2	EA	2.605	0.0578	BX	Al's lot tes
I102	3.00	BX	17.448	0.258	CS	564W CONVEC
I115	2	BX	0.760	0.0169	CS	Plastic doll
I104	2	BX	20.727	0.46	CS	1504W CONVEC
I105	2.0	BX	11.899	0.26	CS	1880W CONVEC

Add Insert Edit Delete

Header Items Footer

Choose to add component line.

10. Using the Items view, you can review, add, delete, and insert components and edit component quantities for the parent item based on settings that you entered on the *Parent BOM Maintenance* program for the parent item and the BOM components. To change information on this screen follow the applicable instructions in steps 10-14. If you have reviewed the components for this production run and do not want to make any changes, skip to step 15 of this procedure.

11. If you want to add or insert a component to the parent item BOM for this production run, select the **Add** or **Insert** button and enter the component number in the component field and the appropriate quantity information. If you want to edit a component quantity for the parent item for this production run, highlight the component in the browser at the bottom of the screen and select the **Edit** button. The system displays the edit screen for *Production Disassembly*.

The screenshot shows the 'Production Disassembly' window. At the top, there's a menu bar with 'File', 'Inquiry', 'Find', 'Notes', 'Additional', 'Activity', 'Global', and 'Help'. Below the menu bar, the window displays the following information:

- Prod #: 00000045
- Parent: I120
- Qty: 2 BX
- Component: I109
- Foreman's shop cabinet desk
- Save button
- End Edit button
- Qty Per: 2
- UM: BX
- Cost %: 8.725
- Note: (empty field)
- Available: 1517.00-
- Vendor: 1005
- United Parcel Service
- On Hand: 6331.00
- Product Line: bbb
- Second product line bbb
- On Order: 0.00
- Category: aaa
- Major Product Category aaa
- ☒ Nonstocked item
- Cost: 293.31
- ☐ Parent item
- Price: 220.99
- Buttons: Header, Items, Footer
- Footer text: Enter the percentage of total cost for this component.

12. In the *Qty Per* field, enter or modify the quantity used to produce 1 parent item. Modify the *Cost %* field as necessary. Select the **Notes** icon to enter or modify notes for the item._
13. Select the **Save** button to save your work, and the system returns you to the Items view of *Production Disassembly*.



TIP: If you are using containerized items in production disassembly, then the system displays the Container Allocation program that allows you to receive, commit, and ship items that are stored in traceable containers.

14. Select the **End Add** or **End Edit** button as appropriate.
15. If you want to delete a component from the parent item for this disassembly run, highlight the component line in the lower portion of the screen and select the **Delete** button. The system displays the question: "Are you sure you want to delete this line-item?" Select **OK**, and the system deletes the line; select **Cancel** to return to the Items view of *Production Disassembly* and delete nothing.

16. Select the **Footer** button to access the Footer view of the *Production Disassembly* screen.

17. In the Standard Add Ons section, enter or modify the Overhead, Packaging, or Labor costs in the appropriate *Amount* or *Percent* fields. The system displays the default information for these fields that you entered in the *Parent BOM Maintenance* program.
18. In the Add Ons section, modify as necessary any information in the *Amount* or *Percent* fields. The system displays any additional add ons that you included in the *Parent BOM Maintenance* program as the default.
19. If you want to select additional add ons for this production run, click the **More** button. The system displays the *Add On Selections* dialog box, which is used to add and remove additional add on selections from the disassembly ticket footer.
20. When you are through reviewing the footer information, select the **Done** button. The system accesses the *Print Disassembly Ticket* dialog box.

21. In the *Memo* field, enter text as necessary.
22. Select the **Approved** checkbox to approve the disassembly ticket if you are authorized to do so.



TIP: A production ticket must be approved before it is printed and used for production. You must select the **Approved** checkbox before the system will enable the **Print Assembly Ticket** checkbox. This prevents a production ticket from being

used before it is approved. To be authorized to approve production tickets, you must be included in the functional security for Manufacturing Control Production setup.

23. Select the **Print Disassembly Ticket** check box if you want to print the disassembly ticket now. For detailed instructions on using the *Production Ticket Print* program, refer to the *Production Ticket Print* section of this document.



TIP: You do not have to print tickets individually. You can print disassembly tickets in groups by using the *Production Ticket Print* program.

24. Select **OK** to print and/or approve the disassembly ticket, or **Cancel** to cancel the production ticket print and/or approval. Select the **Print** button to access the Print Setup dialog box. Select the **Help** button to access the online Help for this screen.
25. When you select **OK**, the system prints and/or approves the ticket and returns you to the Header view of the *Production Disassembly* screen.

See Also

Production Disassembly—Header View

Production Disassembly—Footer View

Production Disassembly—Items View

Print Disassembly Ticket Dialog Box

Production Reconfiguration

Using *Production* Reconfiguration, you can create or modify production reconfiguration orders or "tickets" for produced parent items in the *Production* activity of the *Manufacturing Control* module. You can edit or modify production reconfiguration orders that have not been confirmed. The system uses production reconfiguration orders to commit item quantities for production.

The *Production Reconfiguration* program consists of 3 views:

Production Reconfiguration—Header View

Production Reconfiguration—Items View

Production Reconfiguration—Footer View

e-wms Processing

For e-wms enabled warehouses, MC Reconfiguration Entry runs e-wms processing when you finish entering the production order. Refer to the *e-wms Users Guide* for additional processing and program details about the e-wms feature.

As you save each line item, the system runs the Alternate Package Code Allocation routine to convert required and committed quantities to smallest quantities and determine the Pack Size, and Alternate Package Code passed to the e-wms system. This information is passed to the necessary e-wms send tables and processed by the e-wms Update Receive Process.

If you edit an existing reconfiguration production ticket that has already passed information via e-wms process and the record status is 'locked', the system displays a message indicating the document cannot be changed and disallows edits of the production ticket. If the ewms record status is not "Locked", the system displays a message indicating the e-wms status and gives you the option to edit the production ticket. If you edit the ticket, the system runs the e-wms send procedure again, with the document "Nuke" options. Once you complete your changes, the e-wms processing occurs as if you are sending a new reconfiguration ticket.

If the parent item contains any selection groups these selection groups must be resolved (components selected from the group(s)) before the ticket will be sent to the e-wms system.

Any reconfiguration orders sent to e-wms must include components that are part of selection groups. The warehouse operator must be trained to remove and add back these items as if they were physically removed and added back to the produced item. This process provides the necessary information so that TakeStock production confirmation can perform the proper updates.

Confirmation Entry: For production warehouses that are e-wms e-enable, the Confirmation Entry program is disabled. Production confirmation for production tickets with items in e-wms enabled warehouse occurs via the e-wms Update process.

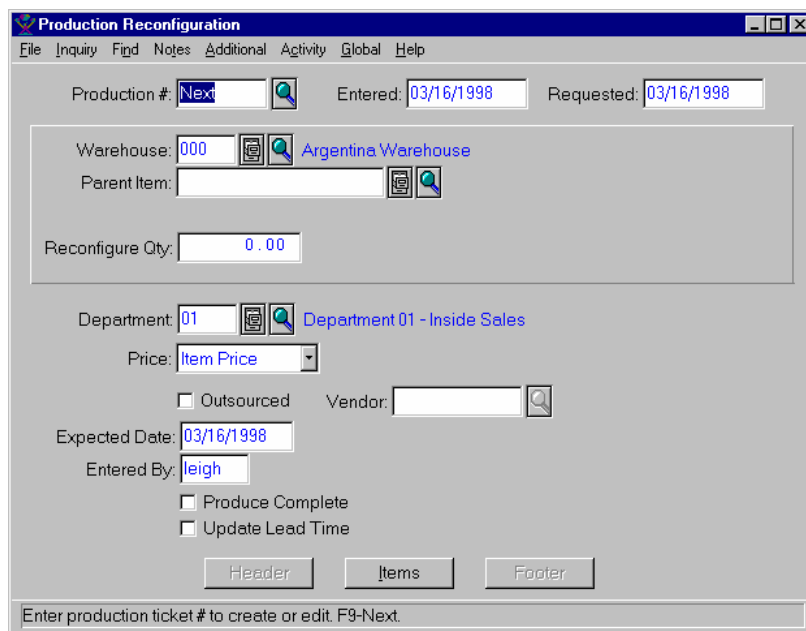
Production Reconfiguration Header View

When you access the program, the system displays the Header view. The Header window allows you to designate when you need reconfiguration to occur, what parent you need to reconfigure, how many you need, and who placed the order. You can also define pricing information, whether the parent item production is outsourced, and who entered the order.

Reconfigured Parent Item Costs

To reflect the new cost of the parent item being reconfigured, the system actually creates two ledgercards. Using the current cost of the parent item, the first ledgercard reduces inventory the parent item inventory quantity by the number of parent items being reconfigured. Using the new cost of the parent item from the production ticket, the second ledgercard increases inventory by the number of parent items being reconfigured. If the parent item is serialized, the actual cost of the serial numbers being reconfigured is used as the cost for the ledgercard reducing inventory. The Production Register updates to both ledgercards, created with the register number, GL accounts, and so on.

There are three screens for entering a reconfiguration order: Header, Items, and Footer. When you complete the header information, choose the **Items** button to move to the component item entry window



Form Contents

Fields, Buttons, Checkboxes, & Icons

For a listing of standard TakeStock icons and buttons, refer to the System Icons and Buttons topic in *Chapter 2, Getting Started of TakeStock Basics*.

Outsourced

Indicates that reconfiguration for this item is outsourced. If you select this, you must enter a

Fields, Buttons, Checkboxes, & Icons

vendor. The parent item must be set on the *Parent BOM Maintenance* screen to allowing outsourced production.

Produce Complete	Indicates that you produce the complete quantity of the parent item.
Update Lead Time	Indicates that the Lead Time value includes the time it takes to complete production reconfiguration as well as the amount of time it takes to receive a part in the warehouse after ordering it. This Lead Time value is used by the system in usage calculations.
Items	Accesses the Items view of the Reconfiguration Production screen.
Production #	Enter the production reconfiguration ticket number if you are modifying a ticket. If you are creating a ticket, skip this field—the system assigns a number when you are finished. The system displays Next as the default.
<i>Entered</i>	The date that the production reconfiguration order is entered. The system displays the current date as the default for new orders.
<i>Requested</i>	The date that the reconfiguration n order is requested. The system displays the current date as the default for new orders.
<i>Warehouse</i>	The warehouse where the parent item resides.
<i>Parent Item</i>	The parent item that you want to reconfigure.
<i>Reconfigure Qty</i>	The quantity of the parent item to reconfigure in this production run.
<i>Department</i>	The department for posting to the General Ledger by profit/cost centers; the system displays the department from your user profile, which is the default. You can use this department or enter a different department code.
<i>Price</i>	Select a pricing option from the dropdown list box and whether to add an additional percentage to the price. You can select Item Price, Cost Rollup, which is a roll up of costs + % (includes additional costs), or Price Rollup, which is a roll up of component prices + (additional costs x %) This means 0% = no costs; 120% = cost +20%.

Fields, Buttons, Checkboxes, & Icons

<i>Vendor</i>	The vendor to whom reconfiguration is outsourced.
<i>Expected Date</i>	The date you want production to be completed. For outsourced reconfiguration, this is the expected return date from the vendor. The system displays the current date as the default.
<i>Entered By</i>	The name of the person entering the production reconfiguration ticket. The system displays the name from the user profile as the default.

Menu Options

File Find Inquiry Notes Additional Activity Global Help

See Also

Production Reconfiguration—Items View

Production Reconfiguration—Footer View

Print Reconfiguration Ticket Dialog Box

How to enter production reconfiguration orders

Production Reconfiguration Items View

Using the Items view of *Production Reconfiguration*, you can enter, change, or delete the components items on a production reconfiguration order.

Component	Qty Per	Change	Committed	Backorderd	UM
seat	1	0	0	0	EA
wheels	2	0	0	0	EA

Form Contents

Fields, Buttons, Checkboxes, & Icons

For a listing of standard TakeStock icons and buttons, refer to the System Icons and Buttons topic in *Chapter 2, Getting Started of TakeStock Basics*.

- | | |
|----------------|--|
| Save | Saves the current component line item for this parent item and production reconfiguration ticket. |
| End Add | Completes the add function. This action does not save your additions. You must click the Save button to first, then End Add if you want to save changes. |
| Add | Adds the entered component to the parent item for this production run. |
| Insert | Adds the entered component to the parent item for this reconfiguration run above the highlighted line item in the browser in the center of the screen. |
| Edit | Edits the select component quantity for the parent item for this production reconfiguration run. |

Fields, Buttons, Checkboxes, & Icons

Delete	Deletes the current component line item for this parent item and production reconfiguration ticket.
Header	Accesses the Header view of <i>Reconfiguration Entry</i> .
Footer	Accesses the Footer view of <i>Reconfiguration Entry</i> .
<i>Component</i>	The component that you are changing.
<i>Qty Per</i>	The quantity of the component used to produce 1 parent item.
<i>Change</i>	The total quantity of the component that is added or removed from the parent item during this reconfiguration run. This number can be negative or positive, depending on whether you are adding or removing components. The system calculates this number but you can modify it.
<i>Committed</i>	The quantity of the component that is in committed inventory to reconfigure this parent item on this production run.
<i>Backordered</i>	The quantity of the component that is backordered to reconfigure this parent item on this production run.

Menu Options

File Find Inquiry Notes Additional Activity Global Help

See Also

Production Reconfiguration Header View

Production Reconfiguration Footer View

Print Reconfiguration Ticket Dialog Box

Manufacturing Control Production Ticket Entry Edit Screen

How to enter production reconfiguration orders

Production Reconfiguration Footer View

Using the Footer view of *Production Reconfiguration*, you can enter additional add-on costs and modify standard add-on costs for a production reconfiguration order.

Form Contents

Fields, Buttons, Checkboxes, & Icons

- Per Hour** Indicates that you are calculating the Labor standard add on as a "per hour figure instead of by amount or percent. When you select this checkbox, the system enables the *Rate* and *Hours* fields on the right side on the screen. If you indicated that this parent item uses a labor rate in *Parent BOM Maintenance*, the system marks the checkbox and enables the *Rate* and *Hours* fields on the right side on the screen as the default.
- More** Accesses the Add On Selections dialog box, which is used to add and remove additional add-on selections from the production ticket footer.
- Header** Accesses the Header view of *Production Reconfiguration*.
- Items** Accesses the Items view of *Production Reconfiguration*.
- Done** Indicates to the system that you are through entering footer information for the production ticket. The system accesses the *Print Reconfiguration Ticket* dialog box, which is used to approve and print production tickets.

<i>Overhead</i> <i>[Amount]</i>	The overhead cost amount. The system displays the overhead amount that you entered in <i>Parent BOM Maintenance</i> multiplied by the quantity to produce as the default. Enter either overhead amount or percent, but not both.
<i>Overhead</i> <i>[Percent]</i>	The overhead cost percent. The system displays the overhead the percent that you entered in <i>Parent BOM Maintenance</i> as the default. Enter either overhead amount or percent, but not both.
<i>Packaging</i> <i>[Amount]</i>	The packaging cost amount. The system displays the packaging amount that you entered in <i>Parent BOM Maintenance</i> multiplied by the quantity to produce as the default. Enter either overhead amount or percent, but not both.
<i>Packaging</i> <i>[Percent]</i>	The packaging cost percent. The system displays the percent that you entered in <i>Parent BOM Maintenance</i> as the default. Enter either overhead amount or percent, but not both.
<i>Labor</i> <i>[Amount]</i>	The labor cost amount. The system displays the labor amount that you entered in <i>Parent BOM Maintenance</i> multiplied by the quantity to produce as the default. Enter either overhead amount, percent, or select the Per Hour checkbox to enter the labor rate and hours.
<i>Labor</i> <i>[Percent]</i>	The labor cost percent. The system displays the labor percent that you entered in <i>Parent BOM Maintenance</i> as the default. Enter either overhead amount, percent, or select the Per Hour checkbox to enter the labor rate and hours.
<i>Rate</i>	The hourly rate this production reconfiguration run.
<i>Hours</i>	The number of hours this production reconfiguration run.

Menu Options

File Find Inquiry Notes Additional Activity Global Help

See Also

Production Reconfiguration—Header View

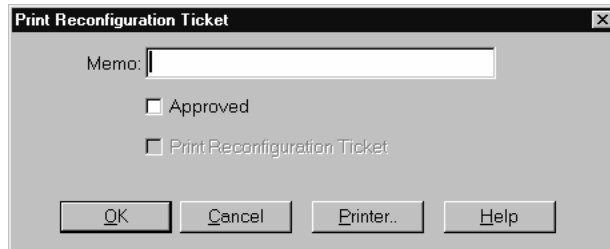
Production Reconfiguration—Items View

Print Reconfiguration Ticket Dialog Box

How to enter production reconfiguration orders

Print Reconfiguration Ticket Dialog Box

The system displays the *Print Reconfiguration Ticket* dialog box when you select the **Done** button on the Footer view of the *Production Reconfiguration* screen. Using this dialog box you can approve and print reconfiguration tickets. If you want to wait and print the reconfiguration tickets in larger groups or if you need to reprint reconfiguration tickets, you can use the Production Ticket Print program located in the *Production* submodule of MC.



Note: A production ticket must be approved before it is printed and used for production. You must select the **Approved** checkbox before the system will enable the **Print Reconfiguration Ticket** checkbox. This prevents a reconfiguration ticket from being used before it is approved. You cannot confirm reconfiguration tickets that have not been approved. To be authorized to approve reconfiguration tickets, you must have print approval in functional security for *Manufacturing Control*.

If you check the **Approve Production Tickets Automatically** checkbox on the General view of MC Control Maintenance, the **Approved** checkbox is automatically checked when you display this screen and production tickets automatically approved.

Form Contents

Fields, Buttons, Checkboxes, & Icons

OK	Approves and prints (if you selected the Print Reconfiguration Ticket checkbox) the reconfiguration ticket.
Cancel	Cancels the reconfiguration ticket approval and print.
Printer	Accesses the Print Setup dialog box, which is used to select settings for printing and updating.
Help	Accesses online Help for this screen.
Approve	Indicates that you want to approve the reconfiguration ticket.
Print Reconfiguration Ticket	Indicates that you want to print the reconfiguration ticket. The system enables this checkbox after you select the Approve checkbox.
<i>Memo</i>	Message text that prints on the reconfiguration ticket.

See Also

Production Reconfiguration—Header View

Production Reconfiguration—Items View

Production Reconfiguration—Footer View

How to enter production reconfiguration orders

Print Reconfiguration Ticket

A typical reconfiguration ticket is depicted below:

QA's Primary Test Co.		P R O D U C T I O N		Reprint	
9380 Medlock Bridge Road		R E C O N F I G U R E		Production 00001324	
Suite 550				Page 1	
Alpharetta, GA 30022				Date 04/15/1998	
Parent: lw0015	prod-pI w/ sel grp	Quantity To Produce:		1	EA

Whse	Entered	Requested	Expected	Dept	Bin Location	Reserved For
012	04/13/1998	04/13/1998	04/13/1998	001		

T Component	Description	Required	Committed	WIP	Used	BackOrd	UM	Location
L001	item for comp (kit)	1	0	0		0	EA	
P lw003	im test item for kitting	2	0	0		0	EA	
P lw005		5	0	0		0	EA	
P lw007	parent item	1	0	0		0	EA	
P lw005		5	0	0		0	EA	
L002	item for comp (Kit)	6	0	0		0	EA	

Thanks for ordering American Made from QAD Mfg.
 Date Produced: _____ Initials: _____

How to enter production reconfiguration orders

1. Access the *Production Reconfiguration* screen in the *Production* menu of *Manufacturing Control*. The complete path is *Manufacturing Control*→*Production*→*Production Reconfiguration*. The system displays the Header view of the *Production Reconfiguration* screen.

The screenshot shows the 'Production Reconfiguration' window with the following fields and values:

- Production #: Next
- Entered: 03/16/1998
- Requested: 03/16/1998
- Warehouse: 000 (Argentina Warehouse)
- Parent Item: (empty)
- Reconfigure Qty: 0.00
- Department: 01 (Department 01 - Inside Sales)
- Price: Item Price
- Outsourced: ☐
- Vendor: (empty)
- Expected Date: 03/16/1998
- Entered By: leigh
- Produce Complete: ☐
- Update Lead Time: ☐

Buttons at the bottom: Header, Items, Footer.

Footer text: Enter production ticket # to create or edit: F9-Next.

2. In the *Entered* and *Requested* fields, modify the date as necessary. The system displays the current date as the default.
3. In the *Warehouse* field, modify the warehouse for the parent item that you want to reconfigure as necessary. The system displays the warehouse code from your user profile as the default.
4. In the *Parent Item* field, enter the produced parent item number.
5. In the *Reconfigure Qty* field, enter the quantity that you want to reconfigure in this production run.



TIP: You cannot create a production run for a quantity greater than the *Max to Produce* quantity that you entered on the *Parent BOM Maintenance* screen in MC.

6. In the *Department*, *Price*, % (if displayed), **Outsourced** (checkbox), and *Vendor* fields, and **Produce Complete** and **Update Lead Time** checkboxes modify the default information as necessary. The system displays the information that you entered for this parent item on the *Parent BOM Maintenance* screen as the default.
7. In the *Expected Date* field, enter the date when you want reconfiguration to be completed. (For an outsourced reconfiguration, enter the expected return date from the vendor.)
8. In the *Entered By* field, modify the user name as necessary.

9. Select the **Items** button to access the Items view of the *Production Reconfiguration* screen.



TIP: If the information that you entered on the *Parent BOM Maintenance* screen indicates that the components for the parent item are from a selection group, then the system displays *Configurator* dialog box so that you can select items from the selection group that you want to use to produce the parent item. See the *Configurator* procedure in this document for detailed instructions on configuring parent items.

10. The system builds the production reconfiguration order based on the parent item's BOM, assigns a ticket number, and accesses the Items view of the *Production Reconfiguration* screen.



TIP: If the system finds a component with insufficient quantities for production, it displays a message asking what to do about the backordered quantity. The message varies based on the component type and replenishment path. The available dialog boxes and options are listed by component type.

Dialog box for components that are non-parent items-

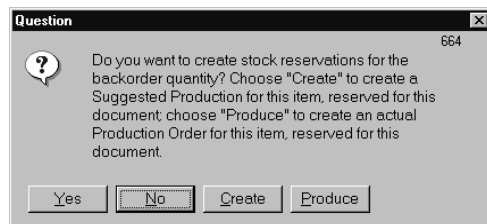


Select:

No to do nothing about stock reservations and simply return *Production Entry* screen. **-Create**, and the system automatically creates a suggested PO or transfer for this item, reserved for this document and returns you to the *Production Entry* screen. The type of suggested document that the system creates depends on the item's replenishment path.

Yes, and the system displays the *Stock Reservations* dialog box. Complete the stock reservation, and the system returns you to the *Production Entry* screen.

Dialog box for components that are parent items-



Select:

No to do nothing about stock reservations and simply return *Production Entry* screen. **-Yes**, and the system displays the *Stock Reservations* dialog box. Complete the stock reservation, and the system returns you to the *Production Entry* screen.

Create, and the system automatically creates a suggested PO, transfer, or production order for this item, reserved for this document and returns you to the *Production Entry* screen. The type of suggested document that the system creates depends on the item's replenishment path.

Produce, and the system accesses Header view of the *Production Entry* screen, which is used to create production tickets for produced parent items.

Production Reconfiguration

File Inquiry Find Notes Additional Activity Global Help

Prod #: 00000508 Parent: bike Qty: 1 EA

Component: seat bicycle seat

Save End/Add

Qty Per Change Deleted Backordered UM

1 0 0 0 EA

Note:

Component	Qty Per	Change	Committed	Backordered	UM	
seat	1	0	0	0	EA	bicy
wheels	2	0	0	0	EA	bicy

Add Insert Edit Delete

Header Items Footer

Choose to add component line.

11. Using the Items view, you can review, add, delete, and insert components and edit component quantities for the parent item based on settings that you entered on the *Parent BOM Maintenance* program for the parent item and the BOM components. To change information on this screen follow the applicable instructions in steps 10-14. If you have reviewed the components for this production run and do not want to make any changes, skip to step 17 of this procedure.
12. If you want to add or insert a component to the parent item BOM for this production run, select the **Add** or **Insert** button and enter the component number in the component field and the appropriate quantity information. If you want to edit a component quantity for the parent item for this production run, highlight the component in the browser at the bottom of the screen and select the **Edit** button. The system displays the edit screen for *Production Reconfiguration*.



TIP: If the component does not allow changes, based on the settings that you entered in the *Parent BOM Maintenance* program, then the system disables the **Edit** button, and you cannot edit the component.

Production Reconfiguration

File Inquiry Find Notes Additional Activity Global Help

Prod #: 00000508 Parent: bike Qty: 1 EA

Component: seat bicycle seat Save

Qty Per Change Committed Backordered UM End Edit

1 0 0 0 EA

Note:

Available: 89 Vendor: 1000 MCI Telecommunicator

On Hand: 92 Product Line: aaa ~~~~~

On Order: 0 Category: aaa Major Product Category aaa

☒ Nonstocked Item Cost: 27.66

☐ Parent Item Price: 45.00

Header Items Footer

Enter the quantity used to produce one parent item.

13. In the *Qty Per* field, enter or modify the quantity to be added or removed from each parent item. Modify the *Change*, *Committed*, and *Backordered* fields as necessary. Select the **Notes** icon to enter or modify notes for the item.
14. Select the **Save** button to save your work, and the system returns you to the Items view of *Production Reconfiguration*.
15. Select the **End Add** or **End Edit** button as appropriate.
16. If you want to delete a non-required component from the parent item for this production run, highlight the component line in the lower portion of the screen and select the **Delete** button. The system displays the question: "Are you sure you want to delete this line-item?" Select **OK**, and the system deletes the line; select **Cancel** to return to the Items view of *Production Reconfiguration* and delete nothing.



TIP: If the component is required, based on the settings that you entered in the *Parent BOM Maintenance* program, then the system disables the **Delete** button, and you cannot delete the component.

17. Select the **Footer** button to access the Footer view of the *Production Reconfiguration* screen.

Production Reconfiguration

File Inquiry Find Notes Additional Activity Global Help

Prod #: 00000508 Whse: 010 Parent: bike

Standard Add Ons	Amount	Percent
Overhead:	0.00	0.000 %
Packaging:	0.00	0.000 %
Labor:	0.00	0.000 %

☐ Per Hour Rate: 0.00
Hours: 0.00

Add Ons	Amount	Percent
Miscellaneous:	0.00	0.000 %
Kyle's test	10.00	20.991 %
XYZWXYZWXYZ:	10.00	20.991 %
Special Handlin:	10.00	20.991 %

More...

Unit	Cost	77.64	Price:	33.00
------	------	-------	--------	-------

Cost:	47.64
Add Ons:	30.00
Total:	77.64
Markup:	10.000 %
Price:	33.00
GM:	-135.273 %

Header Items Footer Done

Enter Miscellaneous charge.

18. In the Standard Add Ons section, enter or modify the Overhead, Packaging, or Labor costs in the appropriate *Amount* or *Percent* fields. The system displays the default information for these fields that you entered in the *Parent BOM Maintenance* program.
19. In the Add Ons section, modify as necessary any information in the *Amount* or *Percent* fields. The system displays any additional add ons that you included in the *Parent BOM Maintenance* program as the default.
20. If you want to select additional add ons for this production run, click the **More** button. The system displays the *Add On Selections* dialog box, which is used to add and remove additional add-on selections from the production ticket footer.
21. When you are through reviewing the footer information, select the **Done** button. The system accesses the *Print Reconfiguration Ticket* dialog box.

Print Reconfiguration Ticket

Memo:

☐ Approved

☐ Print Reconfiguration Ticket

OK Cancel Printer.. Help

22. In the *Memo* field, enter text as necessary.
23. Select the **Approved** checkbox to approve the production reconfiguration ticket if you are authorized to do so.



TIP: A production reconfiguration ticket must be approved before it is printed and used for production. You must select the **Approved** checkbox before the system will enable the **Print Reconfiguration Ticket** checkbox. This prevents an production

reconfiguration ticket from being used before it is approved. To be authorized to approve production tickets, you must be included in the functional security for Manufacturing Control Production setup.

24. Select the **Print Reconfiguration Ticket** check box if you want to print the reconfiguration ticket now.



TIP: You do not have to print production reconfiguration tickets individually. You can print production tickets in groups by using the *Production Ticket Print* program.

25. Select **OK** to print and/or approve the production reconfiguration ticket or **Cancel** to cancel the production reconfiguration ticket print and/or approval. Select the **Print** button to access the Print Setup dialog box. Select the **Help** button to access the online Help for this screen.
26. When you select **OK**, the system prints and/or approves the production reconfiguration ticket and returns you to the Header view of the *Production Reconfiguration* screen.

See Also

Production Reconfiguration—Header View

Production Reconfiguration—Items View

Production Reconfiguration—Footer View

Print Reconfiguration Ticket Dialog Box

Production Ticket Print

Using the *Production Ticket Print* program, you can print or reprint 1 or more production (assembly, disassembly, reconfiguration, or outsourced) tickets.

If you did not print your production ticket when you approved it, use this program to print the ticket now.

If you allocated container types for the production ticket, the system prints container types, container numbers, and serial numbers (if applicable) on the production ticket.

When you access this program, the system displays the *Template-Saved Settings* dialog box, which is used by most reports and registers in the system. From this dialog box, you can select any of the available templates to run the report. For more information on the *Template-Saved Settings* dialog box, see the *TakeStock Basics* manual or the Template-Saved Settings topic in the online Help.

If you select the **Edit** button to modify a template or the **New** or **Copy** button to enter new settings, the system displays the *Production Ticket Print: Untitled* dialog box.

Form Contents

Fields, Buttons, Checkboxes, & Icons

- Sort By** Defines the sort order in which the information prints. You can select to print these documents in order by any of the available options. The available **Sort By** options are **Document**, **Warehouse**, and **Vendor**.
- Limit By** Limit the information that prints by selecting specific identifying characteristics or a range of identifying characteristics. Available choices are: **Warehouse**, **Document**, **Parent Item**, and **Outsourced Vendor**.

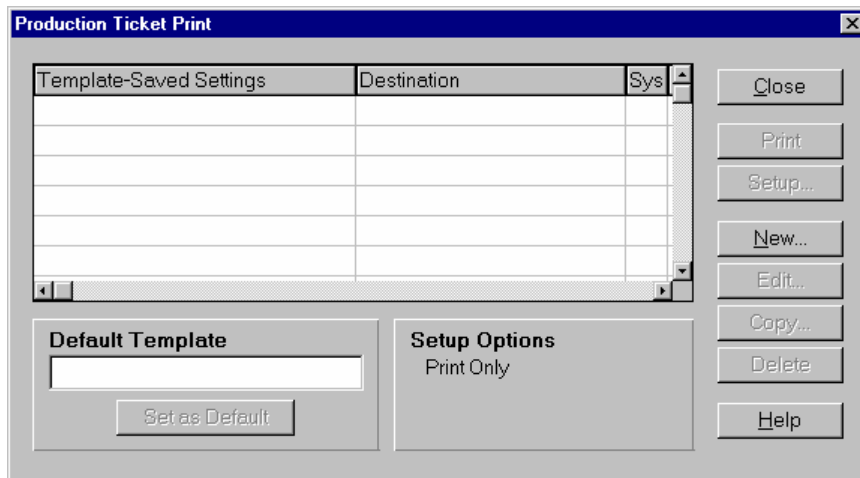
Include	Determines what information to print on the report. This print program does not have any Include selections.
Options	Determines what information to print on the report and optionally update. Available choices for Documents are: Print , and Reprint , and available choices for Print section are: Assemblies , Disassemblies , Reconfigures , and Outsourced Production ; select the appropriate checkboxes to indicate the types of production tickets that you want to print. Select Print Initial Alignment if you want the system to print an initial alignment to check the positioning of the forms in the printer. Select Allow Partial Parent Quantities to print production tickets that have partially committed quantities and Print Tickets With No Committed to print production tickets that have ordered quantities but no committed quantities.
Select	Displays the <i>Selection</i> dialog box, which is used to set a range for the highlighted Limit By option.
Filter	Displays the Filter Manager dialog box, which is used select filter parameters for the highlighted Limit By option.
Profile	Accesses the settings from your user profile for the highlighted Limit By option.
No Limit	Resets Limit By options to ALL for the selected option.
OK	Saves the new or modified template and exits the screen.
Cancel	Exits the screen without saving any changes.
Print	Prints the register or report.
Setup	Accesses the Print Setup dialog box, which is used to select settings for printing and updating.
Help	Accesses online Help for this screen.
<i>Cutoff Date</i>	The date through which you want to print production tickets. The system prints only those tickets with an expected date that is earlier or the same as the date you enter.

See Also

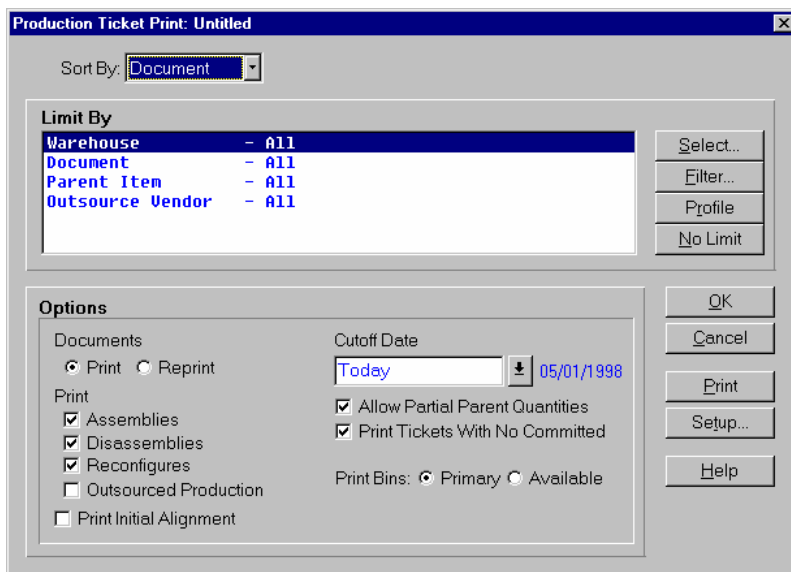
How to print production tickets

How to print production tickets

1. Access the *Production Ticket Print* program. The complete path is *Manufacturing Control*→*Production*→*Production Ticket Print*.



2. The system displays Template-Saved Settings dialog box. You can select any of the templates to print production tickets. To enter new settings, select the **New** or **Copy** button, to modify an existing template, select **Edit**. (If this is the first time you have accessed this program, then the Copy and Edit functions are unavailable.) The system displays the following dialog box:



3. Select settings for Sort By and Limit By sections.

4. In the Options portion of the screen, enter information for printing the production tickets. See the Form Contents section of the *Production Ticket Print* program for checkbox definitions. Use the information below to guide you in your selections
 - In the Documents section, select the **Print** radio button to print only the production tickets that have not been printed or the **Reprint** radio button to reprint production tickets.
 - In the Print section, select the appropriate checkboxes to indicate the types of production tickets that you want to print.
 - Select the **Print Initial Alignment** checkbox if you want the system to print an initial alignment to check the positioning of the forms in the printer. The system displays a dialog box that you can use to print another alignment, cancel printing, or continue printing production tickets.
 - In the *Cutoff Date* drop-down list box, enter or select the date through which you want to print production tickets. The system prints only those tickets with an expected date that is earlier or the same as the date you enter.
 - Select the **Allow Partial Parent Quantities** checkbox to print production tickets that have partially committed quantities.
 - Select the **Print Tickets With No Committed** checkbox to print production tickets that have ordered quantities but no committed quantities.
 - In the Print Bins section, select the **Primary** radio button to print only the main bin for each item on the production ticket, or the **Available** radio button to print all bins for picking the item.
5. To save the current settings as a template, select **OK**.



TIP: If you need to change print settings, select **Setup**, and the system accesses the Print Setup dialog box. To print production tickets without saving your current settings, select **Print**; when the system returns you to this dialog box, you can then select **OK** to save the new or modified settings or **Cancel** to exit without saving them.

6. After the system prints the production tickets, it returns to the *Manufacturing Control* main menu.

Auto Commit Backorders

Using this program, you can automatically commit backorder quantities for sales orders, warehouse transfers, and production orders. You can also print a report of each document line that is updated for the backordered item quantity.

If your company uses the auto commit feature, you should run this update after updating item receipts running the *Transfer Receipt Register* in the *Inventory Management* module and the *Receipts Register* in the *Purchase Orders* module, after entering item adjustments using the *Adjustment Entry* program in the *Inventory Management* module, after running the *Production Register* in the *Manufacturing Control* module, or after deleting or voiding a large number of document line items.

As you enter sales orders, production orders, invoices, and warehouse transfers, there will be times when the order quantity is greater than the requested quantity, resulting in a backorder. As item receipts occur, often partial quantities are committed on a stock reservation that created the purchase order or production order. Any remaining available quantity may be committed to new orders and warehouse transfers leaving none to fill backorders. This program ensures that your backorders are filled in a timely fashion for improved customer service.



HINT: Based on your selections, the system checks orders, backorders, and transfers to locate backordered items. If a customer is on hold, the system skips their documents. When a backordered item is found, the system checks the available quantity of the item to fill the backorder. If there is enough of the item to fill the backorder, the system automatically commits the quantity and sets the backordered amount to zero.



HINT: The system commits quantities for serialized items and items with lot numbers but does not assign any of the lot numbers.

When you access this program, the system displays the *Template-Saved Settings* dialog box, which is used by most reports and registers in the system. From this dialog box, you can select any of the available templates to run the report. For more information on the *Template-Saved Settings* dialog box, see the *TakeStock Basics* manual or the *Template-Saved Settings* topic in the online Help.

If you select the **Edit** button to modify a template or the **New** or **Copy** button to enter new settings, the system displays the *Auto Commit Backorders: Untitled* dialog box.

Auto Commit Backorders: Untitled

Commit Sequence: Sales Orders Production Transfers Up Down

Limit By

Warehouse	- All
Item	- All
Request Date	- All
Sales Order	- All
Transfer	- All
Production	- All

Select... Filter... Profile No Limit

Options

Commit for

- ☒ Sales Orders
- ☒ Kitted Components
 - ☐ To Complete Parent Items Only
 - ☐ Commit Available & Allocate Remaining
- ☒ Transfers
- ☒ Production

Update Nonstocks

- ☐ Yes
- ☐ No
- ☐ Only

☒ Partial Commit

OK Cancel Print Setup... Help

e-wms Processing

For e-wms enabled warehouses, Auto Commit Backorders runs e-wms processing when you finish after the program run is completed since auto commit backorders searches by item and not by document. Refer to the *e-wms Users Guide* for additional processing and program details about the e-wms feature.

As Auto Commit Backorders processes new commitments and encounters a new item/document/warehouse combination, the system checks the shipping warehouse for each document detail line to determine if the warehouse is e-wms enabled for the appropriate module--SO, IC, or MC. If a warehouse is e-wms enabled and the module is enabled for e-wms, the system runs the Alternate Package Code Allocation routine to fill in the alternate package quantities in the appropriate document line table.

If the Alternate Package Code Allocation routine returns non-integer values, the system sends a notification message to the e-wms user and skips the record with no commitments made. If the Alternate Package Code Allocation routine returns integers, then the program checks the edEwmsTempSend table to see if a record exists for the current document and warehouse. If a record does not exist, the program looks at the edEwmsSend table to see if there is currently a send record for the document/warehouse. If a send record exists and is not locked, then Auto Commit Backorders issues a nuke command and creates an entry in the edEwmsTempSend table for the document/warehouse. If the send record is locked, then Auto Commit Backorders skips the current item with no action, either to commit inventory or to issue any command to the e-wms system.

After all the documents are fully processed, Auto Commit Backorders sorts through the edEwmsTempSend table and uses the e-wms create send records common routine to create send records for each document in the table.

Form Contents

Fields, Buttons, Checkboxes, & Icons

Sort By

Defines the sort order in which the information prints. You can select to print these documents in order by any of the available options. The available

	Sort By options are Production , Transfer , and Sales Order .
Up	Places <i>Production</i> , <i>Sales Orders</i> , and <i>Transfers</i> in the desired order in the Commit Sequence section of the screen by moving the highlighted item up.
Down	Places <i>Production</i> , <i>Sales Orders</i> , and <i>Transfers</i> in the desired order in the Commit Sequence section of the screen by moving the highlighted item down.
Limit By	Limit the information that prints by selecting specific identifying characteristics or a range of identifying characteristics. Available choices are: Warehouse , Item , Request Date , Sales Orders , Transfers , and Production .
Include	Determines what information to print on the report. This program has no Include selections.
Options	Determines what information to print on the report and optionally update. Available choices for Commit for are: Sales Orders , Transfers , and Production . Select Sales Orders to commit backorders for sales order documents. To commit backorders for kitted components on sales order documents, select Kitted Components and select To Complete Parent Items Only if you only want to commit the backorder of kitted components for parent items when the backorder can be completely filled and Commit Available & Allocate Remaining if you want to commit as much as possible and backorder the remaining kitted components for parent items. Select Transfers to commit backorders for transfer tickets during the update and Production to commit backorders for production tickets. Available choices for Update Nonstocks are: Yes to include non-stock items in the update for backorders, No to skip non-stock items during the update, and Only if you want the update for backorders to include only non-stock items.
Select	Displays the <i>Selection</i> dialog box, which is used to set a range for the highlighted Limit By option.
Filter	Displays the Filter Manager dialog box, which is used select filter parameters for the highlighted Limit By option.
Profile	Accesses the settings from your user profile for the highlighted Limit By option.
No Limit	Resets Limit By options to ALL for the selected option.
OK	Saves the new or modified template and exits the

screen.

- Cancel** Exits the screen without saving any changes.
- Print** Prints the register or report.
- Setup** Accesses the Print Setup dialog box, which is used to select settings for printing and updating.
- Help** Accesses online Help for this screen.

See Also

How to auto commit backorders and print the report

Auto Commit Backorders Report

A typical Auto Commit Backorders report is depicted below:

Date: 04/15/1998

Time: 3:08 PM

QA's Primary Test Co.

Auto Commit Backorders - lwautotest

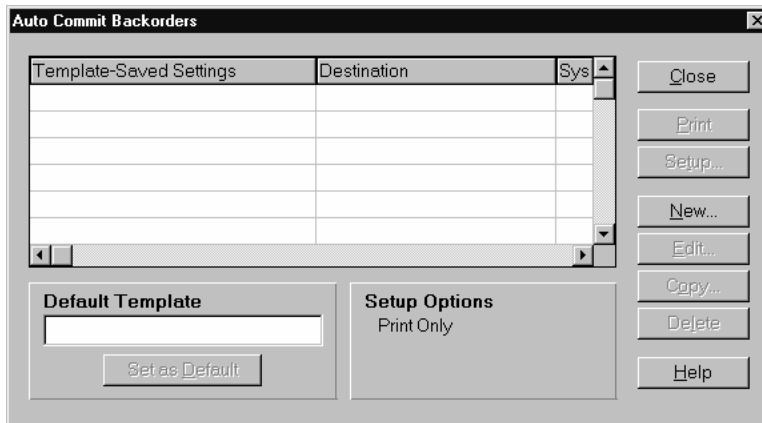
Page: 1

User: leigh

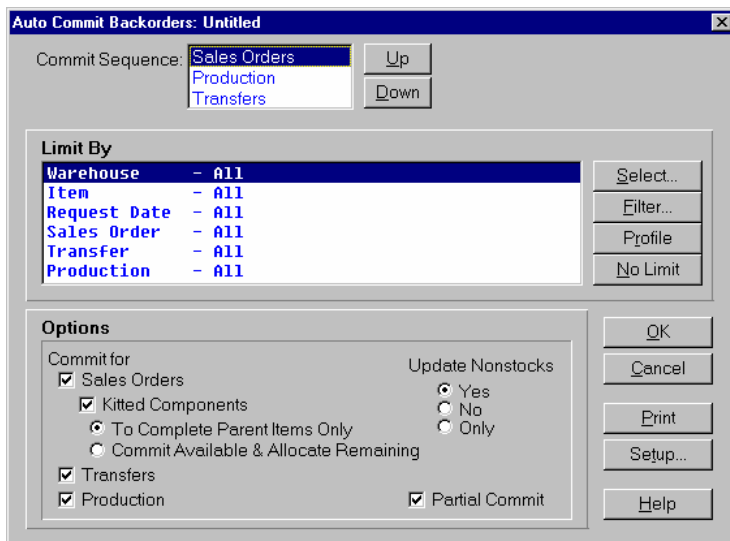
Type	Document	Status	Requested Date	Entity	Name	Committed	UM
=====							
Warehouse: 012 - leigh's test warehouse							
Item: lw0015 prod-pI w/ sel grp							
P	00000573	Entered	01/15/1998	lw0015	prod-pI w/ sel grp	20	EA
S	00002221	Entered	ASAP	jt2	janes 2nd test company	15	EA
Number of documents: 2							
Legend:							
Type: S - Sales Order, T - Transfer, P - Production, C - SO Component							
Entity - (Sales Orders - Customer, Transfers - Warehouse,							
Production - Item, Component - Item)							
Selections for Auto Commit Backorders - lwautotest:							
Commit Sequence: Production,Sales Orders,Transfers							
Warehouse : 012							
Item : lw0015							
Request Dates : First to Last							
Sales Order : All							
Transfer : All							
Production : All							
Include Sales Orders							
Include Transfers							
Include Production							
Include NonStocks							
Include BOM Components							
To Complete Parent Items Only							
PRINT ONLY -- NO UPDATE							

How to auto commit backorders and print the report

1. Access the *Auto Commit Backorders* program. The complete path is *Manufacturing Control*→*Production*→*Auto Commit Backorders*.



2. You can select any template listed to print the report and update the backorders. For this procedure, we are creating a new template. Select the **New** button, and the system displays the *Auto Commit Backorders: Untitled* dialog box.



3. Use the **Up** and **Down** buttons to place *Production*, *Sales Orders*, and *Transfers* in the desired order in the Commit Sequence section of the screen.



TIP: If there is not a sufficient quantity available to fill all backorders, this allows you to determine whether you want to fill production orders, customer sales orders, or warehouse transfers first.

4. To limit the documents for which the system commits backordered quantities, select settings for the Limit By section.

5. In the Commit for portion of the Options section, select the document types that you want to auto commit backorders for and how you want to treat kitted components for sales order documents.

Refer to the Form Contents section of the Auto Commit Backorders program for checkbox definitions.



TIP: Select the **Sales Orders** checkbox to commit backorders for sales order documents. To commit backorders for kitted components on sales order documents, select the **Kitted Components** checkbox. Select the **To Complete Parent Items Only** radio button if you only want to commit the backorder of kitted components for parent items when the backorder can be completely filled and the **Commit Available & Allocate Remaining** radio button if you want to commit as much as possible and backorder the remaining kitted components for parent items. Select the **Transfers** checkbox to commit backorders for transfer tickets during the update and the **Production** check box to commit backorders for production tickets.6. In the Update Nonstocks portion of the Options section, select the **Yes** radio button to include non-stock items in the update for backorders, the **No** radio button to skip non-stock items during the update, and the **Only** radio button if you want the update for backorders to include only non-stock items.

7. Now, you can select:

- **OK** to save the current settings as a template. You cannot run the update from the this dialog box. When you select **OK**, the system displays a dialog box where you can name your template. Enter the template name, and select the **Save** button. The system returns you to the *Auto Commit Backorders* screen where you can print and/or update the *Auto Commit Backorder* program.
- **Setup** to access the *Print Setup* dialog box where you can change the print or update settings as described in the *TakeStock Basics* manual. These settings determine where the report prints and whether the report is a print, an update, or both.
- **Print** to print the report without saving your current selections.
- **Cancel** to print nothing and exit without saving your selections.
- **Help** to access the online Help for this screen.

8. Exit the program as necessary, and the system displays the MC main menu.

Configurator

The *Configurator* dialog box allows you put together parent items when the components may vary. You can use the *Configurator* to create kitted or produced parent items. The system accesses the *Configurator* dialog box from the *Kitting Entry* program in the *Sales Orders* module and the *Production Entry*, *Disassembly Entry*, *Reconfiguration Entry*, and *Parent Inquiry* programs in the *Manufacturing Control* module. The system accesses this dialog box when a component line item of a parent item is a selection group or when the *Next Selection Group* field of an item selected is not blank. This means that an item in a selection group can also have a selection group and access an additional *Configurator* dialog box.

When you enter the components for a parent item BOM using the Component view of the *Parent BOM Maintenance* program in the *Manufacturing Control* module, you can enter a selection group instead of an item. When you do this, it indicates to the system that this parent item varies slightly, but all the varying parts of 1 type are pre-grouped as selection groups or next selection groups. You can establish selection groups using the *Selection Group Maintenance* program in the *Manufacturing Control* module.

You can pass the actual cost of a configured item back to a SO when tied via stock reservations.

How to use the Configurator

The system accesses the Configurator dialog box from several places within the TakeStock system: From the *Kitting Entry* screen in the *Sales Orders*, *Blanket Orders*, or *Quotes* menus of the *Sales Orders* module when you enter, add, or edit a kitted parent item with selection groups or from the *Production or Inquiry menus* in the *Manufacturing Control* module when you enter, add, or edit a produced parent item.

Sel	Item	Description	Quantity	UM	Def	Req
no	L001	item for comp (kit)	1	EA	+	no
no	L002	item for comp (Kit)	1	EA	*	no
no	L003	L1-4 use as comp	1	EA	*	no
no	L004	item for comp (KIT)	1	EA	*	no

1. In the *Quantity Per* field, the system displays the quantity of each item needed to produce a parent item in the correct unit of measure. If your parent item allows the addition or deletion of components, you may modify this field.
2. In the middle of the screen, the selection dialog box contains a list of items from which you can select to create your parent item. To select the default quantities from the selection group, click the **Defaults** button. To select an item, highlight the item then click the **Select** button. To de-select an item, highlight the item then click the **Deselect** button. Select the **Help** button to access the online Help about the Configurator dialog box. When you are through making your selections, click the **OK** button to return your choices to the calling program or click the **Cancel** button to return to the calling program with no selections.



TIP: You can select and de-select items by double-clicking them. Notice that display in the Sel field changes from *No* to *Yes* as you select the item.

Backorder Quantity Dialog Boxes

The system accesses the backorder quantity dialog boxes when you enter a component with an insufficient quantity. There are 2 types of dialog boxes available: Dialog box for components that are non-parent items and dialog box for components that are parent items.



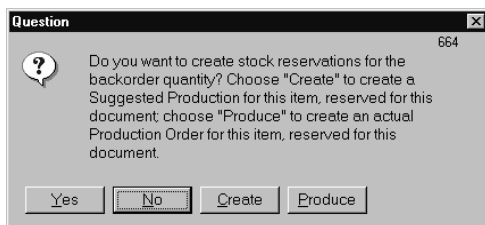
Select:

No to do nothing about stock reservations and simply return *Production Entry* screen.

Create, and the system automatically creates a suggested PO or transfer for this item, reserved for this document and returns you to the *Production Entry* screen. The type of suggested document that the system creates depends on the item's replenishment path.

Yes, and the system displays the Stock Reservations dialog box. Complete the stock reservation, and the system returns you to the *Production Entry* screen.

Dialog box for components that are parent items



Select:

No to do nothing about stock reservations and simply return *Production Entry* screen.

Yes, and the system displays the *Stock Reservations* dialog box. Complete the stock reservation, and the system returns you to the *Production Entry* screen.

Create, and the system automatically creates a suggested PO, transfer, or production order for this item, reserved for this document and returns you to the *Production Entry* screen. The type of suggested document that the system creates depends on the item's replenishment path.

Produce, and the system accesses Header view of the *Production Entry* screen, which is used to create production tickets for produced parent items.

Manufacturing Control Production Ticket Entry Edit Screen

The system displays this screen when you select the **Edit** button on the Items view of *Production Entry*, *Disassembly Entry*, or *Production Reconfiguration*.

The entry fields vary slightly for each type of production. In the lower portion of the screen, the system displays available, on-hand, and on-order inventory information, as well as the vendor, product line, category, cost and price information about the component.

Form Contents

Entry fields, buttons, icons, and checkboxes for this screen

Buttons, Checkboxes, & Icons



Notes icon, which runs the notes options for the current field.

Save Saves the current component line modifications.

End Edit Completes the edit function and returns you to the Items view of the appropriate production entry screen.

Entry Fields for Production Entry

<i>Qty Per</i>	The quantity of the component used to produce 1 parent item.
<i>Committed</i>	The quantity of the component that is in committed inventory to create this parent item on this production run.
<i>WIP</i>	The quantity of the component that is in work-in-process inventory to create this parent item on this production run.
<i>Backordered</i>	The quantity of the component that is backordered to create this parent item on this production run.

Entry Fields for Disassembly Entry

<i>Qty Per</i>	The quantity of the component used to produce 1 parent item.
<i>Cost %</i>	The quantity per multiplied by the system extended cost of each component divided by the total of the system extended cost of all component in the parent item.

Entry Fields for Reconfiguration Entry

<i>Qty Per</i>	The quantity of the component used to produce 1 parent item.
<i>Change</i>	The total quantity of the component that is added or removed from the parent item during this reconfiguration run. This number can be negative or positive, depending on whether you are adding or removing components. The system calculates this number but you can modify it.
<i>Committed</i>	The quantity of the component that is in committed inventory to create this parent item on this production run.
<i>Backordered</i>	The quantity of the component that is backordered to create this parent item on this production run.

Menu Options

File Inquiry Notes Additional Global Help

See Also

Production Entry—Items View

Production Disassembly—Items View

Production Reconfiguration—Items View

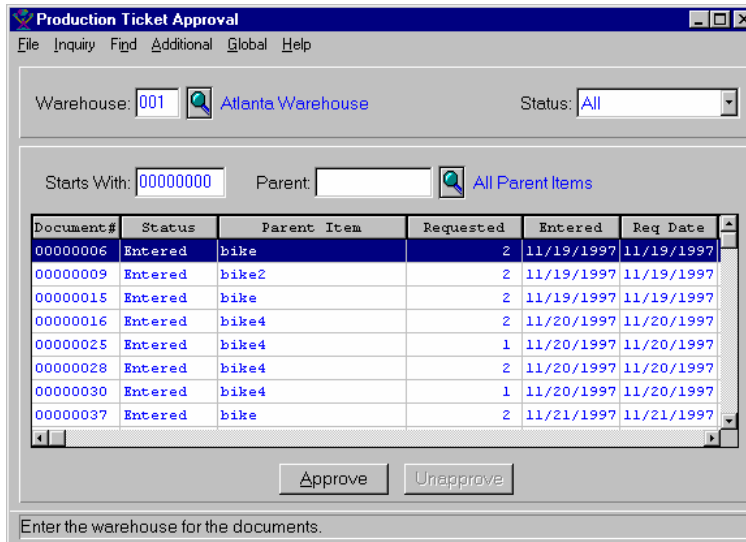
Production Date Entry Dialog Box

The system displays the Production Date Entry dialog box when you edit the WIP quantity on a production ticket that has a production date less than today's date. Use this dialog box to enter a production date. The Production date defaults to the current production ticket date. Enter a valid date during the prior, current, or next MC period. When you enter new production date, the system includes the wip change on the production register.

Production Ticket Approval

Using this program, you can approve or unapprove groups of production tickets.

Note: You must have the proper functional security to approve production tickets.



Document#	Status	Parent Item	Requested	Entered	Req Date
00000006	Entered	bike	2	11/19/1997	11/19/1997
00000009	Entered	bike2	2	11/19/1997	11/19/1997
00000015	Entered	bike	2	11/19/1997	11/19/1997
00000016	Entered	bike4	2	11/20/1997	11/20/1997
00000025	Entered	bike4	1	11/20/1997	11/20/1997
00000028	Entered	bike4	2	11/20/1997	11/20/1997
00000030	Entered	bike4	1	11/20/1997	11/20/1997
00000037	Entered	bike	2	11/21/1997	11/21/1997

Form Contents

Fields, Buttons, Checkboxes, & Icons



Lookup icon, which runs the Lookup for the current fields. For example, if the current field is the Warehouse entry, this icon displays the Warehouse Lookup. If the current field is Unit of Measure, this icon displays the Unit of Measure Lookup.

Approve

Approves the selected production tickets.

Unapprove

Unapproves the selected production tickets.

Whse

The warehouse where the items for the production tickets reside.

Status

The status of the production tickets that you want to display in the browser in the lower portion of the screen. Available choices from the drop down list are: **All**, **Approved**, or **Unapproved**.

Starts With

The Starts With lets you search for items based on codes assigned to the items. You can enter the full code or a portion of the code to use as the search criteria. For example, you can enter an item number or partial item number as the search criteria.

Parent

The parent item for which you want to display production tickets.

Menus

File	Inquiry
Find	Additional
Global_	Help

See Also

How to use the *Production Ticket Approval* program

How to use the Production Ticket Approval program

1. Access the *Production Ticket Approval* program. The complete path is *Manufacturing Control* → *Production* → *Production Ticket Approval*.

Document#	Status	Parent Item	Requested	Entered	Req Date
00000006	Entered	bike	2	11/19/1997	11/19/1997
00000009	Entered	bike2	2	11/19/1997	11/19/1997
00000015	Entered	bike	2	11/19/1997	11/19/1997
00000016	Entered	bike4	2	11/20/1997	11/20/1997
00000025	Entered	bike4	1	11/20/1997	11/20/1997
00000028	Entered	bike4	2	11/20/1997	11/20/1997
00000030	Entered	bike4	1	11/20/1997	11/20/1997
00000037	Entered	bike	2	11/21/1997	11/21/1997

2. Enter information in the available fields. Use the table below to guide you in your entries.

<i>Whse</i>	The warehouse where the items for the production tickets reside.
<i>Status</i>	The status of the production tickets that you want to display in the browser in the lower portion of the screen. Available choices from the drop down list are: All , Approved , or Unapproved .
<i>Starts With</i>	The Starts With lets you search for items based on codes assigned to the items. You can enter the full code or a portion of the code to use as the search criteria. For example, you can enter an item number or partial item number as the search criteria.
<i>Parent</i>	The parent item for which you want to display production tickets.

3. In the browser in the lower portion of the screen, the system displays the production tickets that meet the criteria you entered in step 2.
4. To approve production tickets, highlight the production tickets in the browser and the select the **Approve** button. To un-approve production tickets, highlight the production tickets in the browser and the select the **Unapprove** button.
5. When you are finished, exit the screen.

MC Completion

The Completion menu allows you to indicate to the system that parent items have been physically produced and run a production register.

Using the *Production Confirmation* program, you can confirm any type of production—assembly, disassembly, or reconfiguration.

Using *Production Register* program, you can run a production register for confirmed, WIP, or deleted production tickets and builds and optionally prints a general ledger distribution.

Entries for the Completion menu are:

Use this form:

To do this:

Production Confirmation

Indicate to the system that parent items have been physically produced.

Production Register

Run a production register for confirmed, WIP, or deleted production tickets.

Production Confirmation

Using the *Production Confirmation* program, you can indicate to the system that parent items have been physically produced. Any type of production—assembly, disassembly, or reconfiguration—requires confirmation.

When you confirm an assembly, the system decreases the on-hand quantity for the components that are committed and increases the on-hand quantity for the produced parent item. For assemblies in confirmation mode, you can place component items in a work-in-process (WIP) state, which allows you to take inventory out of on-hand stock and continue to track the inventory as WIP quantities in the Warehouse/Item table. The system does not place quantities for the parent item in the WIP state.

For disassembly orders, the system increases the on-hand quantity for the components, unless the component is scrapped and decreases the on-hand quantity for the produced parent item. For reconfiguration orders, the system does not change the on-hand quantity for the parent item but decreases the on-hand quantity for components added to the parent item and increases the on-hand quantity for components removed from the parent item.

You can change WIP quantities either after Production Confirmation or after the Production Register has been updated.

Container Processing

In Production Confirmation program you can assign container types and numbers on production orders via the Container Allocation dialog box that automatically displays from the Items view of Production Confirmation. When you are confirming production you must first indicate the container item used for the produced item, then select from the browser showing either empty certified containers or partially full containers that contain the same produced item and lot number. Double click an empty certified container in the browser to allocate it; the container is then displayed as allocated in the browser to the right.

Reconfirming and backing out the original confirmation causes the original container(s) allocated to become unallocated. The original containers also retain the overridden bin, if applicable; therefore a bin transfer may be necessary.

e-wms Processing

For e-wms enabled warehouses, the Production Entry programs run e-wms processing when you finish entering the production order. Refer to the *e-wms Users Guide* for additional processing and program details about the e-wms feature.

As you save each line item, the system runs the Alternate Package Code Allocation routine to convert required and committed quantities to smallest quantities and determine the Pack Size, and Alternate Package Code passed to the e-wms system or displays the Alternate Package Code Selection dialog box to enter the necessary information. This information is passed to the necessary e-wms send tables and processed by the e-wms Update Receive Process.

If you edit an existing production ticket that has already passed information via e-wms process and the record status is 'locked', the system displays a message indicating the document cannot be changed and disallows edits of the production ticket. If the ewms record status is not "Locked", the system displays a message indicating the e-wms status and gives you the option to edit the production ticket. If you edit the ticket, the system runs the e-wms send procedure again, with the document "Nuke" options. Once you complete your changes, the e-wms processing occurs as if you are sending a new ticket.

If the parent item contains any selection groups these selection groups must be resolved (components selected from the group(s)) before the ticket will be sent to the e-wms system.

Confirmation Entry: For production warehouses that are e-wms e-enable, the Production Confirmation Entry program is disabled. Production confirmation for production tickets with items in e-wms enabled warehouse occurs via the e-wms Update process.

Production Confirmation consists of 3 views:

Production Confirmation Header View

Production Confirmation Items View

Production Confirmation Footer View

See Also

How to confirm assemblies

How to confirm disassemblies

How to confirm reconfigurations

Completion Menu Options

The programs on the Production and Completion menus have many menu options in common. The common menu options are discussed in this section. Refer to the Form Contents section of a specific program for menu options that differ from the standard listing.

File

Menu Selection

Function

Delete

Deletes the current production ticket. This option is not available for *Production Confirmation*.

Stop confirmation

Stops confirmation of the production ticket. This option is only available for *Production Confirmation*.

Import Suggested

Accesses the *Import Suggested* dialog

box, which is used to import suggested production for produced parent items. This option is only available for the *Production Entry-Header* view when you enter a parent item that has suggested production.

Preferences Accesses dialog boxes where you can set user preferences for the tab order of the entry fields on a screen or to set the order any available browse columns.

Exit Exits the program and returns you to the main MC menu.

Inquiry

Menu Selection

Function

Item Inquiry Accesses the *Item Inquiry* program, which displays item information.

Vendor Inquiry Accesses the *Vendor Inquiry*, which displays vendor information.

Item Interchange Inquiry Accesses the *Item Interchange* dialog box, which is used to select an interchange item for the current item.

Substitute Item Displays a list of substitutes for the current item.

Price Find Accesses the *Price* dialog box, which is used to determine pricing of the current item.

Parent Inquiry Accesses the *Parent Inquiry*, which is used to display the BOM, stock status, and cost and pricing information about parent items and the multi-level components used to create them.

Document Overview Inquiry Displays an overview of all the line items on the current document.

MC Document Inquiry Accesses the *MC Document Inquiry* dialog box, which displays open and past production order documents.

SO Document Inquiry Accesses the *SO Document Inquiry* dialog box, which displays open and past sale order documents.

PO Document Accesses the *PO Document Inquiry* dialog

Menu Selection**Function**

Inquiry

box, which displays open and past purchase order documents.

Find**Menu Selection****Function**

Lookup

Accesses the lookup feature for the current field.

Document QuickSearch

Accesses the QuickSearch feature for documents.

Item QuickSearch

Accesses the QuickSearch feature for items.

Vendor QuickSearch

Accesses the QuickSearch feature for vendors.

Find Component Line

Opens the *Find Item* dialog box that allows you to enter a component item that you want to find a the current document.

Notes**Menu Selection****Function**

Warehouse

Accesses the *Notes* dialog box for the entered warehouse.

Item

Accesses the *Notes* dialog box for the current item.

Parent Item

Accesses the *Notes* dialog box for the current parent item.

Document

Accesses the *Notes* dialog box for the current document.

Component Lines

Accesses the *Notes* dialog box for the current component line item. You can access this option when you are entering or editing component lines.

Import BOM Header

Accesses the *Import Notes* dialog box for the header that you are entering or editing.

Import BOM Line

Accesses the *Import Notes* dialog box for the component line that you are entering

Menu Selection	Function
----------------	----------

or editing.

Additional

Menu Selection	Function
----------------	----------

Maintain	Accesses the appropriate maintenance program to maintain records for the available fields on this screen.
Dates Display	Accesses the <i>Production Dates Display</i> dialog box, which is used to change the dates for one or more line items on the production document. This option is available only when you are confirming a production order.
Selection Group	Accesses the <i>Configurator</i> dialog box. You can access this option when you are adding a line item and the <i>Component</i> field is empty.
Serial/Lot Distribution	Accesses the <i>Serial</i> or <i>Lot Allocation</i> dialog box. You can access this option when you are adding or editing a serial or lot item.
Scrapped Quantity	Accesses the <i>Scrapped Quantity</i> dialog box. You can access this option when you are adding or editing a line item.
Stock Reservations - Outgoing	Accesses the <i>Stock Reservations</i> dialog box. You can access this option when you are adding or editing a line item that has a backordered quantity.
Stock Reservations - Incoming	Accesses the <i>Stock Reservations</i> dialog box. You can access this option when once you have entered a parent item.
Custom Fields - Header	Accesses the <i>Custom Fields</i> dialog box where you can enter custom fields for the production ticket header.
Custom Fields - Component Lines	Accesses the <i>Custom Fields</i> dialog box where you can enter custom fields for the production ticket lines.

Activity**Menu Selection****Function**

Entry	Accesses the <i>Header</i> view of the <i>Production Entry</i> screen.
Confirmation	Accesses the <i>Header</i> view of <i>Production Confirmation</i> screen.
Disassembly	Accesses the <i>Header</i> view of the <i>Disassembly Entry</i> screen.
Reconfiguration	Accesses the <i>Header</i> view of the <i>Reconfiguration Entry</i> screen.

Global**Menu Selection****Function**

User Profile	Accesses your user profile information.
Note Pad	Accesses NotePad Notes dialog box, which is used to enter notes for the current user.
Personal Favorites	Allows you to access frequently used programs.
Jump	Accesses the <i>Program Locator</i> dialog box, which allows you to move to other <i>TakeStock</i> modules and programs.

Help**Menu Selection****Function**

Contents	Accesses the online Help table of contents.
Glossary	Access the <i>TakeStock</i> Glossary.
Search for Help on	Accesses the Help system index.
Screen Help	Accesses online Help for the current screen.
About TakeStock	Displays release, licensing, and support information about <i>TakeStock</i> .
Special Keys	Accesses the <i>Special Keys</i> dialog, which

lists the function keys for the current screen.

Production Confirmation Header View

When you access the program, the system displays the Header view. The Header window allows you to enter the production ticket number that you want to confirm. You can confirm any type of production order using this program.

You can edit or modify production orders whether or not they that have been confirmed. You can edit confirmed production ticket before the Production Register has been updated using the *Production Confirmation* program. In *Production Confirmation*, if you enter a production number that has already been confirmed, a message displays allowing you to “unconfirm and reconfirm the production ticket.

Form Contents

Fields, Buttons, Checkboxes, & Icons



Lookup icon, which runs the Lookup for the current fields. For example, if the current field is the Warehouse entry, this menu offers the Warehouse Lookup. If the current field is Unit of Measure, this menu offers the Unit of Measure Lookup.

Production #

The production ticket number that you want to confirm. Enter the ticker number, then press **Tab**. The system displays *Confirmation Options* dialog box.

Menu Options

File Find Inquiry Notes Additional Activity Global Help

See Also

Production Confirmation Items View

Production Confirmation Footer View

How to confirm assemblies

How to confirm disassemblies

How to confirm reconfigurations

Production Confirmation Items View

Using the Items view of *Production Confirmation*, you can enter, change, or delete the component items on any type of production order.

Form Contents

Fields, Buttons, Checkboxes, & Icons



Notes icon, which runs the notes options for the current field.

Save

Saves the current component line item for this parent item and production ticket.

End Add

Completes the add, edit or insert function. This action does not save your additions or changes. You must click the **Save** button to first if you want to save changes, then select **End Add**.

Add

Adds the entered component to the parent item for this production run.

Insert

Adds the entered component to the parent item for this production run above the highlighted line item in the browser in the center of the screen.

Edit

Edits the select component quantity for the parent item for this production run.

Delete

Deletes the current component line item for this parent item and production ticket.

Header

Accesses the Header view of *Production Confirmation*.

Footer

Accesses the Footer view of *Production Confirmation*.

Entry Fields for Confirming Assembly Tickets

<i>Component</i>	The component that you are changing.
<i>Qty Per</i>	The quantity of the component used to produce 1 parent item.
<i>Used</i>	The quantity of the component used in this production run.
<i>Committed</i>	The quantity of the component that is in committed inventory to create this parent item on this production run.
<i>WIP</i>	The quantity of the component that is in work-in-process inventory to create this parent item on this production run.
<i>Backordered</i>	The quantity of the component that is backordered to create this parent item on this production run.

Entry Fields for Confirming Disassembly Tickets

<i>Component</i>	The component that you are changing.
<i>Qty Per</i>	The quantity of the component used to produce 1 parent item.
<i>Stock</i>	The quantity of the component returned to inventory stock when the parent item was disassembled.
<i>Scrap</i>	The quantity of the component that was scrapped when the parent item was disassembled.

Entry Fields for Confirming Reconfiguration Tickets

<i>Component</i>	The component that you are changing.
<i>Qty Per</i>	The quantity of the component used to produce 1 parent item.
<i>Used</i>	The total quantity of the component that was during this reconfiguration run.
<i>Deleted</i>	The quantity of the component that was removed to reconfigure this parent item on this production run.

Menu Options

File **Find** **Inquiry** **Notes** **Additional** **Activity** **Global** **Help**

See Also

Production Confirmation Header View

Production Confirmation Footer View

Manufacturing Control Production Ticket Confirmation Edit Screen

How to confirm assemblies

How to confirm disassemblies

How to confirm reconfigurations

Production Confirmation Footer View

Using the Footer view of *Production Confirmation*, you can enter additional add-on costs and modify standard add-on costs for any type of production order.

Form Contents

Fields, Buttons, Checkboxes, & Icons

Per Hour	Indicates that you are calculating the Labor standard add on as a "per hour figure instead of by amount or percent. When you select this checkbox, the system enables the <i>Rate</i> and <i>Hours</i> fields on the right side on the screen. If you indicated that this parent item uses a labor rate in <i>Parent BOM Maintenance</i> , the system marks the checkbox and enables the <i>Rate</i> and <i>Hours</i> fields on the right side on the screen as the default.
More	Accesses the Add On Selections dialog box, which is used to add and remove additional add-on selections from the production ticket footer.
Header	Accesses the Header view of <i>Production Confirmation</i> .
Items	Accesses the Items view of <i>Production Confirmation</i> .
Done	Indicates to the system that you are through entering footer information for the production ticket, and the system confirms the production ticket.
<i>Overhead</i> <i>[Amount]</i>	The overhead cost amount. The system displays the overhead amount that you entered in <i>Parent BOM Maintenance</i> multiplied by the quantity to produce as the default. Enter

either overhead amount or percent, but not both.

Overhead
[Percent] The overhead cost percent. The system displays the overhead the percent that you entered in *Parent BOM Maintenance* as the default. Enter either overhead amount or percent, but not both.

Packaging
[Amount] The packaging cost amount. The system displays the packaging amount that you entered in *Parent BOM Maintenance* multiplied by the quantity to produce as the default. Enter either overhead amount or percent, but not both.

Packaging
[Percent] The packaging cost percent. The system displays the percent that you entered in *Parent BOM Maintenance* as the default. Enter either overhead amount or percent, but not both.

Labor
[Amount] The labor cost amount. The system displays the labor amount that you entered in *Parent BOM Maintenance* multiplied by the quantity to produce as the default. Enter either overhead amount, percent, or select the **Per Hour** checkbox to enter the labor rate and hours.

Labor
[Percent] The labor cost percent. The system displays the labor percent that you entered in *Parent BOM Maintenance* as the default. Enter either overhead amount, percent, or select the **Per Hour** checkbox to enter the labor rate and hours.

Rate The hourly rate this production run.

Hours The number of hours this production run.

Menu Options

File Find Inquiry Notes Additional Activity Global Help

See Also

Production Confirmation Header View

Production Confirmation Items View

How to confirm assemblies

How to confirm disassemblies

How to confirm reconfigurations

Confirmation Options Dialog Box

During confirmation, the system automatically displays the *Confirmation Options* dialog box. Enter the required information about the production run.

Form Contents

	Fields, Buttons, Checkboxes, & Icons
<i>Production Date</i>	The date that production occurred. The system displays the current date as the default.
<i>Production Qty</i>	The quantity of the parent items that was actually produced, disassembled, or reconfigured on the production ticket.
<i>Cancelled Qty</i>	The quantity of the parent items that was cancelled on this production ticket.
<i>Remaining Qty</i>	The quantity of the parent items that still need to be produced, disassembled, or reconfigured on this production ticket.

Assume All committed quantities used

The system removes all committed quantities for components from the component items' on-hand inventory quantities and increases the produced parent item quantities by the produced quantity amount.

Assume All committed quantities to work in process

The system removes all committed quantities for components from the component items' on-hand inventory quantities and places them in WIP inventory quantities.

Assume committed quantities remain committed

The system changes nothing in inventory.

Step Through Line Items

The system to pauses for you to manually confirm each line item on the production ticket.

OK	Accepts the confirmation options, and the system retrieves the component information for the production ticket, accesses the <i>Items</i> view of <i>Production Confirmation</i> , and displays the <i>Confirm Line Options</i> dialog box for the first component line
Cancel	Cancels the confirmation options and exits the dialog box.
Help	Accesses the online Help for this dialog box.

See Also

Production Confirmation Header View

Production Confirmation Items View

Production Confirmation Footer View

How to confirm assemblies

How to confirm disassemblies

How to confirm reconfigurations

Confirm Line Options Dialog Box for Assemblies

The system retrieves this dialog box if you selected the **Step Through Line Items** checkbox on the *Confirmation Options* checkbox.

Qty Per	Required	Used	Committed	WIP	Backorder	UM
6	150	0	0	0	150	EA

Form Contents

Fields, Buttons, Checkboxes, & Icons

Assume WIP and committed quantities used

The system removes all committed and WIP quantities from the component items' on-hand and WIP inventory and increases the produced parent item quantities by the produced qty amount.

Assume All committed quantities to work in process

The system removes all committed quantities for components from the component items' on-hand inventory quantities and places them in WIP inventory quantities.

Assume committed quantities remain committed

The system changes nothing in inventory.

Do same for remaining lines.

The system treats committed quantities for the remaining line items in the same manner.

<i>Used</i>	The quantity of the component used in this production run.
<i>Committed</i>	The quantity of the component that is in committed inventory to create this parent item on this production run.
<i>WIP</i>	The quantity of the component that is in work-in-process inventory to create this parent item on this production run.
<i>Backordered</i>	The quantity of the component that is backordered to create this parent item on this production run.
OK	Accepts the confirmation options, and the system retrieves the component information for the production ticket, accesses the <i>Items</i> view of

Production Confirmation, and displays the *Confirm Line Options* dialog box for the first component line.

Help

Accesses the online Help for this dialog box.

See Also

Production Confirmation Header View

Production Confirmation Items View

Production Confirmation Footer View

How to confirm assemblies

How to confirm disassemblies

How to confirm reconfigurations

Confirm Line Options Dialog Box for Disassemblies and Reconfiguration

The system retrieves this dialog box if you selected the **Step Through Line Items** checkbox on the *Confirmation Options* dialog box.

Form Contents

Fields, Buttons, Checkboxes, & Icons

Do same for remaining lines	The system treats committed quantities for the remaining line items in the same manner.
OK	Accepts the confirmation line options, and the system retrieves the component information for the production ticket, accesses the <i>Items</i> view of <i>Production Confirmation</i> , and displays the <i>Confirm Line Options</i> dialog box for the first component line.
Help	Accesses the online Help for this dialog box.
<i>Stock</i>	The quantity of the component returned to inventory stock when the parent item was disassembled.
<i>Scrap</i>	The quantity of the component that was scrapped when the parent item was disassembled.

See Also

Production Confirmation Header View

Production Confirmation Items View

Production Confirmation Footer View

How to confirm assemblies

How to confirm disassemblies

How to confirm reconfigurations

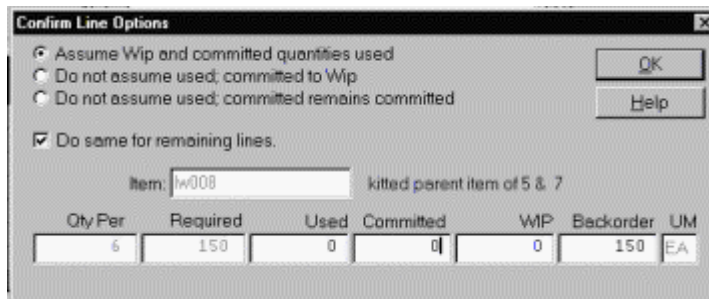
How to confirm assemblies

1. Access the *Production Confirmation* screen in the *Completion* submodule of *Manufacturing Control*. The complete path is *Manufacturing Control* → *Completion* → *Production Confirmation*. The system displays the Header view of the *Production Confirmation* screen.

1. In the *Production #* field, enter the production ticket that you want to confirm and press **Tab**. The system retrieves the warehouse, parent item, and quantity-to-produce from the production ticket and displays the Confirmation Options dialog box.

1. In the *Production Date*, *Produced Qty*, *Remaining Qty*, and *Cancelled Qty* fields modify information as necessary.
2. Select the appropriate radio button that indicates how you want the system to treat committed quantities.
 1. Select the **Step Through Line Items** checkbox if you want the system to pause for you to manually confirm each line item on the production ticket.
 2. Select **OK** to accept the confirmation options, and the system retrieves the component information for the production ticket, accesses the Items view of

Production Confirmation and displays the Confirm Line Options dialog box for the first component line. If you did not select the **Step Through Line Items** checkbox, skip to step 10.



The dialog box titled "Confirm Line Options" contains three radio buttons: "Assume Wip and committed quantities used" (selected), "Do not assume used; committed to Wip", and "Do not assume used; committed remains committed". There is a checkbox labeled "Do same for remaining lines." which is checked. Below these is a text field for "Item:" containing "lw008" and a label "kitted parent item of 5 & 7". At the bottom is a table with columns: Qty Per, Required, Used, Committed, WIP, Backorder, and UM. The table contains one row of data.

Qty Per	Required	Used	Committed	WIP	Backorder	UM
6	150	0	0	0	150	EA

1. Select the appropriate radio button that indicates how you want the system to treat committed quantities.
1. Select the **Do same for remaining lines.** checkbox if you want the system to treat committed quantities for the remaining line items in the same manner. Modify the quantities in the *Used*, *Committed*, *WIP*, and *Backordered* fields as necessary, then select **OK** to accept the confirm line options.
2. Repeat steps 7-8, as necessary, until you have confirmed all of the component lines, and the system displays the message: *"All lines have been confirmed."*



TIP: If the components or quantities used for actual production varied from the production ticket after approval and print, use the **Add**, **Insert**, **Edit**, or **Delete** buttons to modify the components list to reflect actual production. Component lines may be added, deleted, or modified as necessary. When you select the **Edit** button, the system displays the edit screen for Production Confirmation. In Production Confirmation program you can assign container types and numbers on production orders via the Container Allocation dialog box that automatically displays from the Items view of Production Confirmation

1. Select the **Footer** button to access the Footer view of the Production Confirmation screen.

Production Confirmation

File Inquiries Find Notes Additional Activity Global Help

Prod.#: 00000115 Whse: 012 Parent: lw024

Standard Add Ons	Amount	Percent
Overhead:	0.00	15.000 %
Packaging:	0.00	15.000 %
Labor:	0.00	30.000 %

☐ Per Hour Rate: 0.00
Hours: 0.00

Add Ons	Amount	Percent
		%
		%
		%
		%
		%

More...

Cost: 0.00
Add Ons: 0.00
Total: 0.00
Price: 0.00
GM: 999.999 %

Header Items Footer Done

Enter data or press ESC to end.

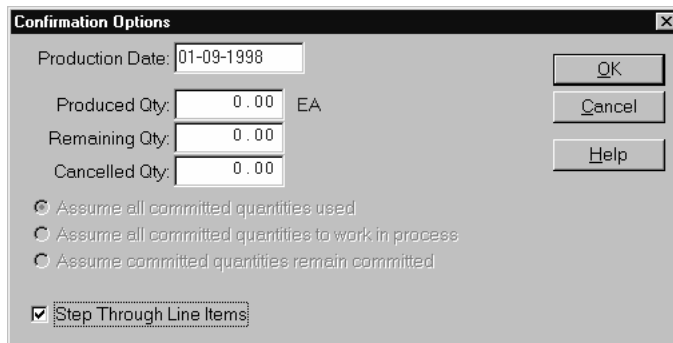
1. In the Standard Add Ons section, enter or modify the Overhead, Packaging, or Labor costs in the appropriate *Amount* or *Percent* fields. The system displays the information for these fields that you entered on the production ticket footer in the *Production Entry* program as the default.
2. In the Add Ons section, modify any information in the *Amount* or *Percent* fields as necessary. The system displays any additional add ons that you included on the production ticket footer in the *Production Entry* program as the default.
3. If you want to select additional add ons for this production run, click the **More** button. The system displays the *Add On Selections* dialog box, which is used to add and remove additional add-on selections from the production ticket footer.
4. When you have completed the footer section, click the **Done** button to finish confirming the production ticket.
5. The system returns you to the Header view of the *Production Confirmation* program. Exit the program or repeat the process to confirm more production assembly orders.

How to confirm disassemblies

1. Access the *Production Confirmation* screen in the *Completion* submodule of *Manufacturing Control*. The complete path is *Manufacturing Control* → *Completion* → *Production Confirmation*. The system displays the Header view of the *Production Confirmation* screen.

1. In the *Production #* field, enter the production ticket that you want to confirm and press **Tab**. The system retrieves the warehouse, parent item, and quantity-to-produce from the production ticket and displays the *Confirmation Options* dialog box.

In the *Production Date*, *Produced Qty*, *Remaining Qty*, and *Cancelled Qty* fields modify information as necessary. Select the **Step Through Line Items** checkbox if you want the system to display the *Confirm Line Options* dialog box and pause for you to manually confirm each line item on the production ticket. Select **OK** to accept the confirmation options, and the system retrieves the component information for the production ticket and accesses the *Confirm Line Options* dialog box. **Note:** If you did not select the **Step Through Line Items** checkbox, go to step 6 of this procedure.



Confirmation Options

Production Date: 01-09-1998

Produced Qty: 0.00 EA

Remaining Qty: 0.00

Cancelled Qty: 0.00

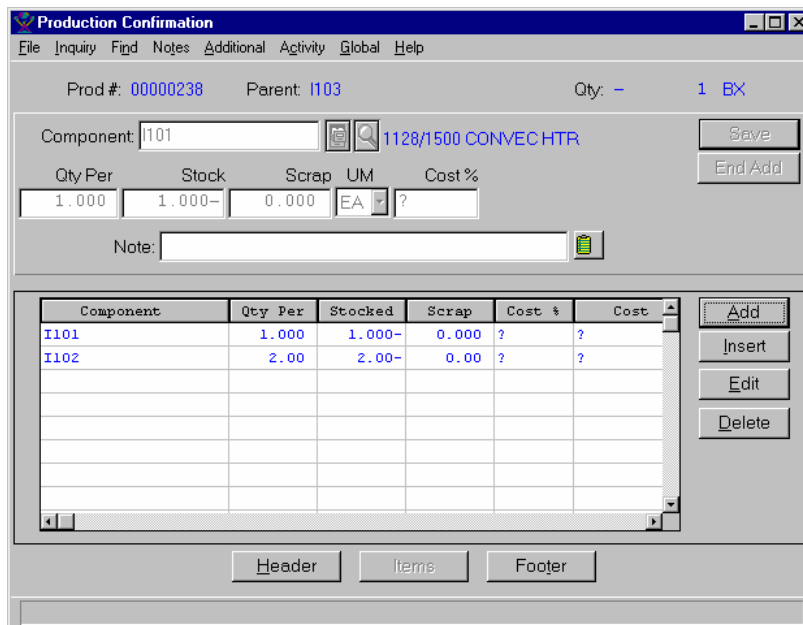
☒ Assume all committed quantities used
☐ Assume all committed quantities to work in process
☐ Assume committed quantities remain committed

☒ Step Through Line Items

OK Cancel Help

Modify the quantities in the *Stock*, and *Scrap* fields as necessary, then select **OK**.

- Repeat step 4, as necessary, until you have confirmed all of the component lines, and the system displays the message: *All lines have been confirmed*. Select **OK**.
- The system retrieves the component information for the production ticket and accesses the Items view of Production Confirmation.



Production Confirmation

File Inquiry Find Notes Additional Activity Global Help

Prod #: 00000238 Parent: I103 Qty: - 1 BX

Component: I101 1128/1500 CONVECHTR

Qty Per Stock Scrap UM Cost %

1.000 1.000- 0.000 EA ?

Note:

Component	Qty Per	Stocked	Scrap	Cost %	Cost
I101	1.000	1.000-	0.000	?	?
I102	2.00	2.00-	0.00	?	?

Add Insert Edit Delete

Header Items Footer

- If the components or quantities used for actual production varied from the production ticket after approval and print, use the **Add**, **Insert**, **Edit**, or **Delete** buttons to modify the components list to reflect actual production. If you want to add or insert a component to the parent item BOM for this production run, select the **Add** or **Insert** button and enter the component number in the *Component* field and the appropriate quantity information. If you want to edit a component quantity for the parent item for this production run, highlight the component in the browser at the bottom of the screen and select the **Edit** button. The system displays the edit screen for *Production Confirmation*. If you do not need to modify the components list, skip to step 12 of this procedure.

1. In the *Qty Per* field, enter or modify the quantity used to produce 1 parent item. Modify the *Stock*, and *Scrap* fields as necessary. Select the **Notes** icon to enter or modify notes for the item.
8. Select the **Save** button to save your work then select **End Edit**, and the system returns you to the *Items* view of *Production Confirmation*.



TIP In *Production Confirmation* program you can assign container types and numbers on production orders via the *Container Allocation* dialog box that automatically displays from the *Items* view of *Production Confirmation*.

3. To finish adding or inserting, select the **End Add** or **End Insert** button as appropriate.
4. If you want to delete a non-required component from the parent item for this production run, highlight the component line in the lower portion of the screen and select the **Delete** button. The system displays the question: "*Are you sure you want to delete this line-item?*" Select **OK** and the system deletes the line; select **Cancel** to return to the *Items* view of *Production Confirmation* and delete nothing.

5. Select the **Footer** button to access the Footer view of the Production Confirmation screen.

Production Confirmation

File Inquiries Find Notes Additional Activity Global Help

Prod.#: 00000115 Whse: 012 Parent: lw024

Standard Add Ons	Amount	Percent
Overhead:	0.00	15.000 %
Packaging:	0.00	15.000 %
Labor:	0.00	30.000 %

☐ Per Hour Rate: 0.00
Hours: 0.00

Add Ons	Amount	Percent
		%
		%
		%
		%
		%

More...

Cost: 0.00
Add Ons: 0.00
Total: 0.00
Price: 0.00
GM: 999.999 %

Header Items Footer Done

Enter data or press ESC to end.

1. In the Standard Add Ons section, enter or modify the Overhead, Packaging, or Labor costs in the appropriate *Amount* or *Percent* fields. The system displays the default information for these fields that you entered in the *Parent BOM Maintenance* program.
2. In the Add Ons section, modify as necessary any information in the *Amount* or *Percent* fields. The system displays any additional add ons that you included in the *Parent BOM Maintenance* program as the default.
3. If you want to select additional add ons for this production run, click the **More** button. The system displays the *Add On Selections* dialog box, which is used to add and remove additional add-on selections from the production ticket footer.
4. When you have completed the footer section, click the **Done** button to finish confirming the production ticket. The system returns you to the *Header* view of the *Production Confirmation* screen.

How to confirm reconfigurations

1. Access the *Production Confirmation* screen in the *Completion* submodule of *Manufacturing Control*. The complete path is *Manufacturing Control*→*Completion*→*Production Confirmation*. The system displays the Header view of the *Production Confirmation* screen.

Production Confirmation

File Inquiries Find Notes Additional Activity Global Help

Production #: Entered: Requested:

Warehouse: Atlanta Warehouse

Parent Item:

Qty To Produce:

Department: Department 001

Price:

☐ Outsourced Vendor:

Expected Date:

Entered By:

☐ Produce Complete

☐ Update Lead Time

Enter the Bill of Materials Ticket Number.

1. In the *Production #* field, enter the production ticket that you want to confirm and press **Tab**. The system retrieves the warehouse, parent item, and quantity-to-produce from the production ticket and displays the *Confirmation Options* dialog box.

Confirmation Options

Production Date:

Produced Qty: EA

Remaining Qty:

Cancelled Qty:

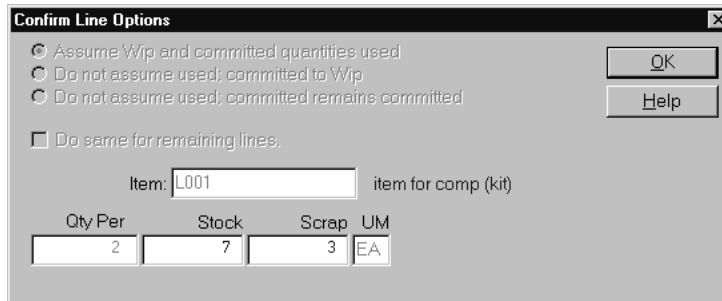
☐ Assume all committed quantities used

☐ Assume all committed quantities to work in process

☐ Assume committed quantities remain committed

☒ Step Through Line Items

1. In the *Production Date*, *Produced Qty*, *Remaining Qty*, and *Cancelled Qty* fields modify information as necessary. Select the **Step Through Line Items** checkbox if you want the system to display the *Confirm Line Options* dialog box and pause for you to manually confirm each line item on the production ticket. Select **OK** to accept the confirmation options, and the system retrieves the component information for the production ticket and accesses the *Confirm Line Options* dialog box. **Note:** If you did not select the **Step Through Line Items** checkbox, go to step 6 of this procedure.



Confirm Line Options

☒ Assume Wip and committed quantities used
☐ Do not assume used; committed to Wip
☐ Do not assume used; committed remains committed

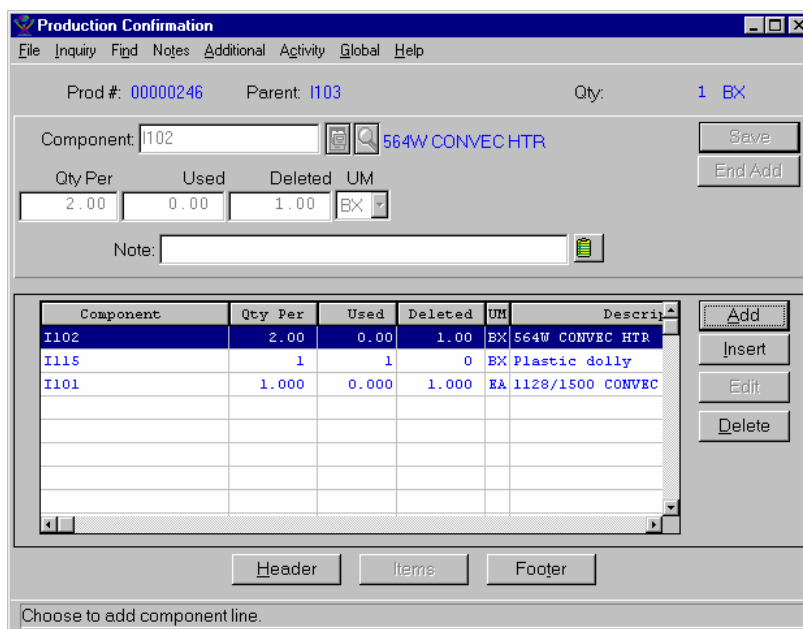
☐ Do same for remaining lines.

Item: item for comp (kit)

Qty Per	Stock	Scrap	UM
<input type="text" value="2"/>	<input type="text" value="7"/>	<input type="text" value="3"/>	<input type="text" value="EA"/>

OK Help


1. Modify the quantities in the *Stock* and *Scrap* fields as necessary, then select OK.
2. Repeat step 4, as necessary, until you have confirmed all of the component lines, and the system displays the message: *All lines have been confirmed*. Select **OK**.
3. If the components or quantities used for actual reconfiguration varied from the production ticket after approval and print, use the **Add**, **Insert**, **Edit**, or **Delete** buttons to modify the components list to reflect actual production. If you want to add or insert a component to the parent item BOM for this production run, select the **Add** or **Insert** button and enter the component number in the *Component* field and the appropriate quantity information. If you want to edit a component quantity for the parent item for this production run, highlight the component in the browser at the bottom of the screen and select the **Edit** button. The system displays the edit screen for *Production Confirmation*. If you do not need to modify the components list, skip to step 11 of this procedure.



Production Confirmation

File Inquiry Find Notes Additional Activity Global Help

Prod #: 00000246 Parent: I103 Qty: 1 BX

Component:  564W CONVEC HTR

Qty Per Used Deleted UM

<input type="text" value="2.00"/>	<input type="text" value="0.00"/>	<input type="text" value="1.00"/>	<input type="text" value="BX"/>
-----------------------------------	-----------------------------------	-----------------------------------	---------------------------------

Note:

Component	Qty Per	Used	Deleted	UM	Descrip
I102	2.00	0.00	1.00	BX	564W CONVEC HTR
I115	1	1	0	BX	Plastic dolly
I101	1.000	0.000	1.000	EA	1128/1500 CONVEC

Add Insert Edit Delete

Header Items Footer

Choose to add component line.

1. To add or insert a component for reconfiguration, enter the quantity of the component per parent item in the *Qty Per* field; to edit a component, modify the quantity of the component per parent item in the *Qty Per* field. The system displays the total number of the component needed for the reconfiguration run.
2. Select the **Save** button to save your addition then select **End Edit**. The system returns you to the Items view of *Production Confirmation*

- To finish adding or inserting, select the **End Add** or **End Insert** button as appropriate.
- If you want to delete a component from the parent item for this production run, highlight the component line in the lower portion of the screen and select the **Delete** button. The system displays the question: "*Are you sure you want to delete this line-item?*" Select **OK**, and the system deletes the line; select **Cancel** to return to the *Items* view of Production Confirmation and delete nothing.
- Select the **Footer** button to access the Footer view of the Production Confirmation screen.

Production Confirmation

File Inquiries Find Notes Additional Activity Global Help

Prod #: 00000115 Whse: 012 Parent: lw024

Standard Add Ons

	Amount	Percent
Overhead:	0.00	15.000 %
Packaging:	0.00	15.000 %
Labor:	0.00	30.000 %

☐ Per Hour Rate: 0.00 Hours: 0.00

Add Ons

Amount	Percent
	%
	%
	%
	%
	%

More...

Cost: 0.00
Add Ons: 0.00
Total: 0.00
Price: 0.00
GM: 999.999 %

Header Items Footer Done

Enter data or press ESC to end.

- In the Standard Add Ons section, enter or modify the Overhead, Packaging, or Labor costs in the appropriate *Amount* or *Percent* fields. The system displays the default information for these fields that you entered in the *Parent BOM Maintenance* program.
- In the Add Ons section, modify any information in the *Amount* or *Percent* fields as necessary. The system displays any additional add ons that you included in the *Parent BOM Maintenance* program as the default.
- If you want to select additional add ons for this production run, click the **More** button. The system displays the *Add On Selections* dialog box, which is used to add and remove additional add on selections from the production ticket footer.
- When you have completed the footer section, click the **Done** button to finish confirming the production ticket.

Manufacturing Control Production Ticket Confirmation Edit Screen

The system displays this screen when you select the **Edit** button on the *Items* view of *Production Confirmation*.

The entry fields vary slightly for each type of production confirmation. In the lower portion of the screen, the system displays available, on-hand, and on-order inventory information, as well as the vendor, product line, category, cost and price information about the component.

Form Contents

Fields, Buttons, Checkboxes, & Icons



Notes icon, which runs the notes options for the current field.

Save

Saves the current component line modifications.

End Edit

Completes the edit function and returns you to the Items view of the appropriate production entry screen.

Entry Fields for Production Entry

<i>Qty Per</i>	The quantity of the component used to produce 1 parent item.
<i>Used</i>	The quantity of the component used in this production run.
<i>Committed</i>	The quantity of the component that is in committed inventory to create this parent item on this production run.
<i>WIP</i>	The quantity of the component that is in work-in-process inventory to create this parent item on this production run.
<i>Backordered</i>	The quantity of the component that is backordered to create this parent item on this production run.

Entry Fields for Disassembly Entry

<i>Qty Per</i>	The quantity of the component used to produce 1 parent item.
<i>Stock</i>	The quantity of the component returned to inventory stock when the parent item was disassembled.
<i>Scrap</i>	The quantity of the component that was scrapped when the parent item was disassembled.
<i>Cost %</i>	The quantity per multiplied by the system extended cost of each component divided by the total of the system extended cost of all component in the parent item.

Entry Fields for Reconfiguration Entry

<i>Qty Per</i>	The quantity of the component used to produce 1 parent item.
----------------	--

Used The total quantity of the component that was during this reconfiguration run.

Deleted The quantity of the component that was removed to reconfigure this parent item on this production run.

Menu Options

File Find Inquiry Notes Additional Activity Global Help

See Also

Production Confirmation Items View

How to confirm assemblies

How to confirm disassemblies

How to confirm reconfigurations

Production Register

Using this program, you can run a production register for confirmed, WIP, or deleted production tickets. You can limit the production register by branch, warehouse, department, parent item, or production date. You can run the production register in summary or detail mode. The program also builds and optionally prints a general ledger distribution.

You can change WIP quantities either after Production Confirmation or after the Production Register has been updated.

The first printout that you create is the production register, which contains information for all production orders (where at least 1 parent was produced), changes to WIP (at least 1 component line) since the last register, and any deleted documents. When you run this program, the system also creates a general ledger distribution. If you want to print the GL distribution, run the print again when the system displays a dialog box that asks if you want to update and print the GL distribution.

When you access this program, the system displays the *Template-Saved Settings* dialog box, which is used by most reports and registers in the system. From this dialog box, you can select any of the available templates to run the register. For more information on the *Template-Saved Settings* dialog box, see the *TakeStock Basics* manual or the *Template-Saved Settings* topic in the online Help.

If you select the **Edit** button to modify a template or the **New** or **Copy** button to enter new settings, the system displays the Production Register: Untitled dialog box.

Production Register: Untitled

Sort By:

GL Period: 12/1997

Limit By	
Warehouse	- All
Department	- All
Branch	- All
Parent Item	- All
Production Date	- All


Select...
Filter...
Profile
No Limit

Options

Scope

☒ Summary
☐ Detail


OK
Cancel
Print
Setup...
Help

 **HINT:** This program is a GL posting register, but unlike the *PO Receipts Register* program, the *Production Register* does not update the warehouse/item quantities. The *Production Confirmation* program updates the warehouse/item quantities. The system displays only production orders that have production dates within the selected GL period with a status of **C** (confirmed), **W** (work-in-

process, where WIP has changed for at least 1 component since the last production register), or **D** (deleted in either the produced or WIP state).

Form Contents

Fields, Buttons, Checkboxes, & Icons

Sort By	The system displays Production # as the default.
GL Period	Determines the GL period for which you want to run the register.
Limit By	Limit the information that prints by selecting specific identifying characteristics or a range of identifying characteristics. Available choices are: Warehouse , Department , Branch , Parent Item , and Production Date .
Include	Scope Determines whether to print summary or detail information. If you select the Summary radio button, the system does not print any component line information for confirmed, WIP, or deleted production tickets. If you select the Detail radio button, the system displays and prints information in the varying formats for confirmed, WIP, or deleted production tickets.
	 Container Items: The Production Register prints detail for serialized containers only and prints summary data for non-serialized containers.
Select	Displays the Selection dialog box, which is used to set a range for the highlighted Limit By option.
Filter	Displays the Filter Manager dialog box, which is used to select filter parameters for the highlighted Limit By option.
Profile	Accesses the settings from your user profile for the highlighted Limit By option.
No Limit	Resets Limit By options to ALL for the selected option.
OK	Saves the new or modified template and exits the screen.
Cancel	Exits the screen without saving any changes.
Print	Prints the register or report.
Setup	Accesses the Print Setup dialog box, which is used to select settings for printing and updating.
Help	Access online Help for this screen.

See Also

How to run a production register

Production Register Report

A typical Production Register is depicted below:

Date: 01-08-1998		QA's Primary Test Co.			
Time: 8:45 AM		Production Register #000049 - lwprtst1			
		----Quantities----			
Prod #	T Wh Parent	Description	Produced	Remaining	UM Cost
=====					
00000336	A 012 lw025	produced parent of 1	5	0	EA 0.00 0
P Component		Description	Qty Per	Required	Committed
					CI
		L002	item for comp (Kit)	1	5 0
		L003	L1-4 use as comp	1	5 0
		L004	item for comp (KIT)	1	5 0
		L001	item for comp (kit)	1	5 0
		L003	L1-4 use as comp	2	10 0
		L004	item for comp (KIT)	2	10 0
Add ons: Ovrhd:		0.00	Packg:	0.00	Labor: 0.00
Document: Cost:		0.00	EA	Cost Extension:	0.00 Components: 0.00
Price:		0.00	EA	Price Extension:	0.00 Gross Margin: .00 %
=====					
00000381	A 012 LW020	produced parent of 1	15	0	EA 225.00 0
P Component		Description	Qty Per	Required	Committed
					CI
		L001	item for comp (kit)	2	30 0
		L002	item for comp (Kit)	5	75 0
		L003	L1-4 use as comp	2	30 0
		L004	item for comp (KIT)	1	15 0
Add ons: Ovrhd:		45.00	Packg:	25.00	Labor: 110.00
srv:		45.00			

How to run a production register

1. Access the *Production Register* screen in the *Completion* submodule of *Manufacturing Control*. The complete path is *Manufacturing Control* → *Completion* → *Production Register*. The system displays the *Template-Saved Settings* dialog box of the *Production Register*.

1. Select the **New**, **Edit**, or **Copy** button to access the *Production Register: Untitled* template edit dialog box.

1. Select the GL Period and the Limit By settings for new or modified templates.
2. In the Options portion of the screen, select the **Summary** or **Detail** radio button to print summary or detail information.



TIP: If you select the **Summary** radio button, the system does not print any component line information for confirmed production tickets, WIP production tickets, or deleted production tickets. If you select the **Detail** radio button, the system displays and prints information in the following formats for each type of production ticket listed:

- For confirmed production tickets, the detail format includes all available information and all component line items, including any WIP changes.
- For WIP production tickets, the detail format displays only component lines where WIP quantities changed and prints only WIP and cost

information. This format does not include the parent produced or remaining quantities or the date produced.

- For deleted production tickets, the detail format includes the production ticket number, parent item number and description, and the **D** (deleted) status. If any component lines had WIP quantities when the production ticket was deleted, the system prints these quantities as a negative change.
1. To save the current settings as a template, select **OK**. The system displays the *Report Save Name* dialog box. Type the report name in the *Template Name* field, and select the **Save** button.



TIP: If you want to use your template to update the GL, you must first save the template. To print production tickets without saving your current settings, select **Print**; when the system returns you to this dialog box, you can then select **OK** to save the new or modified settings or **Cancel** to exit without saving them. If you need to change print settings, select **Setup**, and the system accesses the *Print Setup* dialog box.

1. The system returns you to the *Production Register* dialog box. Select the **Print** button to print the production register.
2. After you print the production register, the system displays an information dialog box telling you to review the register printout and select **OK** to print the GL Distribution or **Cancel** to end this process.
1. After you have reviewed the production register printout, select **OK**, and the system prints the GL distribution and displays the following dialog box. Select **Cancel** to end the process without printing the GL distribution.
1. After you have reviewed the GL distribution printout, select **OK**, and the system updates the GL distribution or select **Cancel** to end the process without updating the GL distribution.
2. The system returns you to the *Manufacturing Control* main menu.

Limit By

You can select to limit the information that prints by selecting specific documents or identifying characteristics or a range of documents identifying characteristics. You can also select to print for a specific warehouses, a specific salesperson, a specific customer, or a specific route. The route option is available only if you are using routes.

To set a limit:

1. Highlight the option for which you are setting a limit.
2. Choose the **Select** button and a selection list appears where you can set the limits.
3. Choose the **Filter** button and you can select to use a filter for limiting the credit memos and invoices.

For example, to limit the documents that print to a specific warehouse, highlight *Warehouse* and choose **Select**. From the *Warehouse Selection List*, highlight the warehouse you want to include and choose **OK**. Only the documents on which the selected warehouse is the shipping warehouse will print.

Buttons:

Select	Selects the highlighted option in the Limit By list for setting limits. A Selection List then appears from which you can set the limits.
Profile	This option is available if the Limit By list includes any options, which are set in your user profile. Choosing this button then sets those options to always use the information from your user profile. If your user profile changes, the options for the Limit By will also change.
Filter	Accesses the Filter Manager list of all available filters. From this list you can select a filter to use, or you can add or change a filter.
No Limit	If a limit is set, you can use this button to change the limit to ALL for the selected option. For example, if Items has a limit set, you can choose this button to remove the limit and change Items to include All.

MC Inquiries

The Inquiries menu lets you sort and view information entered by you and other users as well as information generated by the system during routine processing. The inquiry screens for the *Manufacturing Control* module are *Item Inquiry* from the *Inventory Management* module, *MC Parent Inquiry*, *MC Where Used Inquiry*, and *MC Document Inquiry*. You may find it helpful to open these screens when you are entering or confirming assembly, reconfiguration, or disassembly production tickets. You can access the inquiry programs from the *Production Entry*, *Disassembly Entry*, *Reconfiguration Entry*, and *Production Confirmation* screens as well as the Inquiries activity.

The standard *Item Inquiry* screen allows you to access various information about an item and the warehouses where it is stored. The system displays information for each record you select using multiple *views*. Each view is grouped to provide detailed information on a particular topic or type of information. *Item Inquiry* includes the following views: *General*, *Warehouses*, *Replenishment*, *Transactions*, *Pricing*, *Costing*, *Vendor/Item*, *Image*, and *Bills of Material*.

Using the *MC Parent Inquiry* program, you can display BOM, stock status, and cost and pricing information about parent items and the multi-level components used to create them. From this screen, you can access general, add-on, and production information about parent items.

Using the *MC Where Used Inquiry* program, you can display information about where a component item is used. You can display all of the parent item BOMs that contain the component item or all current production tickets that contain the component item.

Using the *MC Document Inquiry* program, you can display open and past production order documents for assemblies, disassemblies, and reconfigurations. From this screen, you can access detailed information for the production order header, line items, and footer. You can also review notes and custom user defined fields for the production order header or lines and serial and lot numbers for past production line items.

Entries for the Inquiries menu are:

<i>Parent Inquiry</i>	Display BOM, stock status, and cost and pricing information about parent items and their multi-level components.
<i>Where Used Inquiry</i>	Display information about where a component item is used.
<i>MC Document Inquiry</i>	Display open and past production order documents for assemblies, disassemblies,

and reconfigurations.

Item Inquiry

Display information about inventory items.
Refer to the *Item Inquiry* topic in *Chapter 10, Inquiries* in the *Inventory Management Users Guide* for program details.

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Inquiries Submodule Overview

Inquiry programs let you sort and view information entered by you and other users as well as information generated by the system during routine processing. The Main window and Secondary dialog box are independent of each other with regard to bringing them to the front or moving them around on your screen. This allows you to keep a Secondary dialog box open and in the foreground as you run other options, such as entering a sales order.

The following provides a general description of how Inquiries work throughout *TakeStock*.

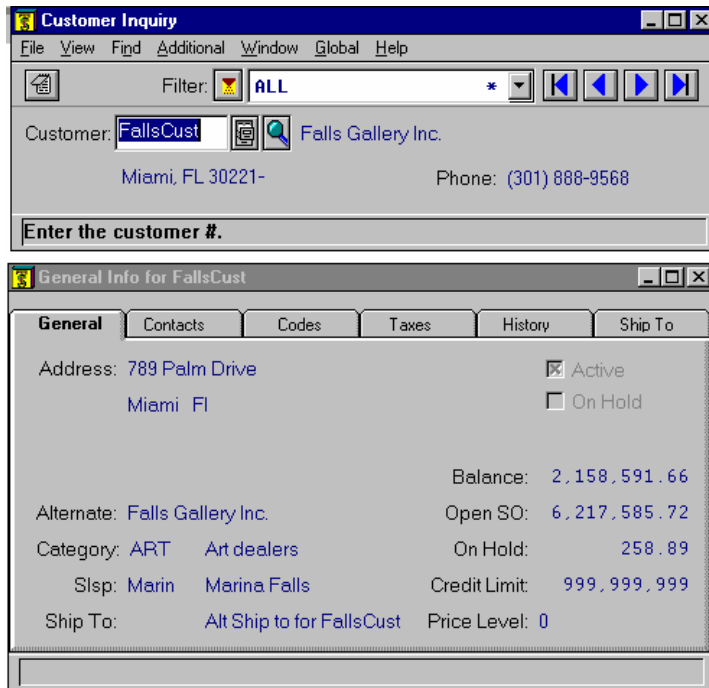
Sample screens from *Customer Inquiry* are used to illustrate basic inquiry operations. Specific names of fields, views, and other selections will be different for other inquiry selections.

Inquiry Main Window

When you open an inquiry, the system displays the *Main* window to select the record for which you want to view information. The system also displays the *Secondary* dialog box, which is the first *View* available in the inquiry by default.

Other menu options available for Inquiries allow you to:

- Exit and close all view Secondary dialog boxes
- Find a specific document
- View or enter notes for an item
- Open the Maintenance for a detail field
- Display custom user fields



The Main Inquiry Window and Secondary Inquiry Dialog Box are shown above. The title bar shows the view chosen; you can select Tabs to open topics of information within a view.

Inquiry Secondary Dialog Boxes

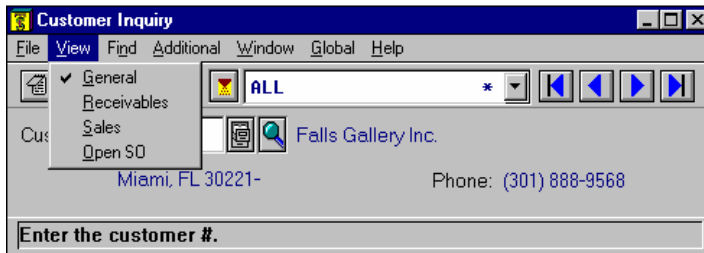
As you open Secondary dialog boxes, they cascade in front of any other view dialog boxes that are already open. There are several views or Secondary dialog boxes you can open for displaying different types of information. The views available for the Inquiry are chosen from the View menu.

When the system displays multiple Secondary dialog boxes, you can click on the title bar of the view you want to bring to the front. When a Secondary dialog box is open, you can close it by choosing it from the View menu, or by choosing the close command as you would for any other dialog box.

The information for each Secondary dialog box is divided into topics. Each topic has a tab that you can select to view the information for that topic. Simply click on a tab to open it. Topic information may be displayed in columns or in fields.

When the system displays information in columns, the up and down scroll arrows let you scroll to see additional rows of information. The left and right scroll arrows let you scroll sideways to see additional columns of information.

The following is an example of the views available in *Customer Inquiry*.



A checkmark indicates that the view is open.

When multiple Secondary dialog boxes are open, you can click on the title bar of the dialog box you want to view to bring it to the front. You can also select which dialog box to view or bring to the front from the Window menu on the Main Inquiry Window.



Selecting a view from this menu brings that view to the front. A checkmark indicates the view in the front. View names that are dimmed are not open.

As you open Secondary dialog boxes, they will cascade in front of any other view dialog boxes already open.

The following is an example of an inquiry with multiple views or Secondary dialog

The screenshot shows a 'Customer Inquiry' window with a menu bar (File, View, Find, Additional, Window, Global, Help) and a toolbar. The 'Filter' is set to 'ALL'. The customer information is 'FallsCust', 'Falls Gallery Inc.', 'Miami, FL 30221-', and 'Phone: (301) 888-9568'. Below this, there are several stacked secondary dialog boxes for 'FallsCust':

- Enter the customer #.
- General Info for FallsCust
- Receivables Info for FallsCust
- Sales Info for FallsCust
- Open SO Documents for FallsCust

The 'Open SO Documents for FallsCust' dialog box is the topmost and contains tabs for 'Quotes', 'Orders', 'Invoices', 'Recurring', 'Future Ord', and 'Blanket'. It has input fields for 'Beginning Doc#:' and 'Beginning Date:'. Below these is a table with the following data:

Quote	Entered	Expiration	Amount	Customer PO #	Whse
Q0000063	04/08/1997	Never	795.79		001
Q0000062	04/08/1997	Never	6,757.79		001
Q0000059	03/26/1997	Never	6,340.00		001
Q0000056	03/25/1997	Never	955.23		001
Q0000054	03/11/1997	Never	246.42		001
Q0000053	03/11/1997	Never	1,224.39		333
Q0000049	03/06/1997	Never	2,825.01		333

At the bottom of the 'Open SO Documents for FallsCust' dialog is the prompt: 'Enter beginning document # or F9 for beginning customer PO#.'

boxes open.

Secondary dialog box Tabs let you select additional information for viewing; main window record buttons let you select the customer for viewing information.

The screenshot shows the 'General Info for FallsCust' dialog box with tabs for 'General', 'Contacts', 'Codes', 'Taxes', 'History', and 'Ship To'. The 'Ship To' tab is selected. It has a 'Beginning Ship To:' input field. Below this is a table with the following data:

Ship To	Name	City, State Postal Code
miash2	Alt Ship to for FallsCust	Miami, FL 30089

At the bottom of the dialog is the prompt: 'Enter beginning Ship To.'

Scroll up or down to see additional rows. Scroll left or right to see additional columns.

Some fields let you select the record you want to view, the time period you want to view, or similar information, as shown in the following example.

Blanket	Entered	Last Release	Customer PO #	Amount	Wbs
B00024	03/25/1997	Never		1,618.42	001
B00023	03/24/1997	Never		1,499.06	001
B00022	03/24/1997	03/31/1997		14,767.11	333

Enter beginning document # or F9 for beginning customer PO#.

Parent Inquiry

Using the *Parent Inquiry* program, you can display BOM, stock status, and cost and pricing information about parent items and the multi-level components used to create them. The program displays information about the parent item in 3 views—BOM, Stock Status, and Cost\Price. From this program, you can also access general, add-on, and production information about parent items.

Using this program, you can change component configurations for a parent item. This allows you to make 'what if' calculations for a parent item by modifying any level of component configurations by adding, inserting, deleting, and substituting components. You can also change component quantities and selection group picks without making any permanent changes to the parent item's component structure. Note: This program does not make permanent changes to the parent item's components.

If you need information about a parent item when you are entering or confirming a production assembly, reconfiguration, or disassembly ticket, you can access the *Parent Inquiry* screen from the Inquiry option on the programs' menu bar.

LT	Component	Qty Per	UM	Required	Req Sub	Chg	Waste %	Description
S1	100X							selection gp for
1*	L001	1	EA	1	No	No	Yes	0.000 item for comp (I
1*	L002	1	EA	1	No	No	Yes	0.000 item for comp (I
1*	L003	1	EA	1	No	No	Yes	0.000 L1-4 use as comp
1*	L004	1	EA	1	No	No	Yes	0.000 item for comp (I
Pl*	lw003	2	EA	2	No	No	Yes	0.000 im test item for
Pl*	lw005	5	EA	5	No	No	Yes	0.000
Pl*	lw007	1	EA	1	No	No	Yes	0.000 parent item
Pl	lw005	5	EA	5	No	No	No	0.000
1	L002	6	EA	6	Yes	No	Yes	0.000 item for comp (I



HINT: A parent item that you enter or a component/parent item that the system displays in this program must be set as a parent item in the warehouse, otherwise, the system treats it like a standard component item.

Form Contents

Fields, Buttons, Checkboxes, & Icons

For a listing of standard TakeStock icons and buttons, refer to the System Icons and Buttons topic in *Chapter 2, Getting Started of TakeStock Basics*.

General	Accesses the <i>MC Parent Inquiry - General</i> dialog box, which displays general information about the parent item.
Add Ons	Accesses the <i>MC Parent Inquiry - Add Ons</i> dialog box, which displays overhead, packaging, labor, and add-ons costs for the parent item.
Produce	Accesses the <i>MC Parent Inquiry - Production</i> dialog box, which displays production information for the parent item.
Help	Accesses the online Help for this screen.
<i>Parent</i>	The parent item for which you want to make the inquiry.
<i>Warehouse</i>	The warehouse where the parent item resides.
<i>Qty to Produce</i>	The quantity of the parent item to produce in the "what-if" production run.

The *MC Parent Inquiry* program displays information in 3 views. Each view contains information for the parent item's components based on the quantity per parent item and the required quantity of the components to produce the amount of the parent item that you entered in the *Qty to Produce* field. The BOM view displays the component descriptions, and whether each component is required, allows substitution or change, and uses waste factors. The Stock Status view displays the following inventory quantity information: required, available, on-hand, committed, WIP, backordered, and on-order. The Cost/Price view displays cost and extension, price and extension, gross margin, and cost for price and extension for each component. On the Cost/Price view, you can select **Item Price**, **Cost Rollup** + %, or **Price Rollup** + % from the Price By dropdown list box to compare cost and extension, price and extension, gross margin, and cost for price and extension information for each component and the parent item.

See Also

How to use the MC Parent Inquiry screen

MC Parent Inquiry General Dialog Box

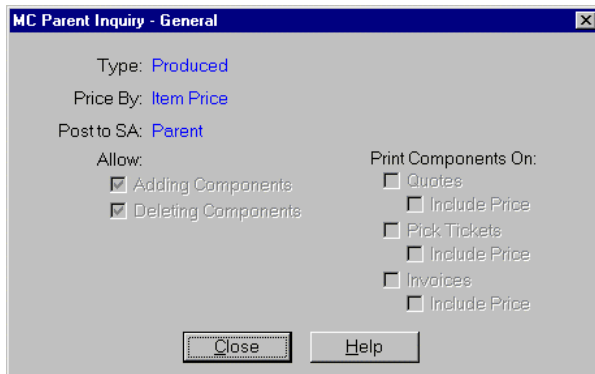
MC Parent Inquiry Add Ons Dialog Box

MC Parent Inquiry Production Dialog Box

MC Parent Inquiry Component Change Dialog Box

MC Parent Inquiry General Dialog Box

The system accesses the *MC Parent Inquiry - General* dialog box when you select the **General** button on the Parent Inquiry screen. In the *General* dialog box, the system displays information from the Parent BOM Maintenance program, such as the parent item type, the method by which the parent item is priced, whether the parent item allows the addition or deletion of components, and whether the components and their prices print on quotes, pick tickets, and invoices.



Form Contents

Note: The fields and checkboxes on this screen are all display only. You cannot enter information on this screen.

Fields, Buttons, Checkboxes, & Icons

Close Closes the *MC Parent Inquiry - General* dialog box and returns you to the *Parent Inquiry* screen.

Help Accesses the online Help for this screen.

See Also

How to use the MC Parent Inquiry screen

Parent Inquiry

MC Parent Inquiry Add Ons Dialog Box

The system accesses the *MC Parent Inquiry - Add Ons* dialog box when you select the **Add Ons** button on the Parent Inquiry screen. In the *Add Ons* dialog box, the system displays information from the Parent BOM Maintenance program, such as the standard add on costs for overhead, packaging, and labor in dollars or percent and other add ons that have been included for the parent item.

MC Parent Inquiry - Add Ons

Warehouse: 012 leigh's test warehouse

Overhead: 0.00 .000 %

Package: 0.00 .000 %

Labor: 0.00 .000 % Per: Unit

Add Ons	Amount	Percent

Close Help

Form Contents

Note: The fields and checkboxes on this screen are all display only. You cannot enter information on this screen.

Fields, Buttons, Checkboxes, & Icons

Close Closes the *MC Parent Inquiry - Add Ons* dialog box and returns you to the *Parent Inquiry* screen.

Help Accesses the online Help for this screen.

See Also

How to use the MC Parent Inquiry screen

Parent Inquiry

MC Parent Inquiry Production Dialog Box

The system accesses the *MC Parent Inquiry - Production* dialog box when you select the **Produce** button on the Parent Inquiry screen. In the *Production* dialog box, the system displays information from the Parent BOM Maintenance program, such as the minimum and maximum number of the parent item to produce in a production run, whether production can be outsourced and the outsourcing vendor, whether the parent item must be produced complete or in multiples of a standard pack, and whether the parent item allows the use of waste factor and disassembly.



Form Contents

Note: The fields and checkboxes on this screen are all display only. You cannot enter information on this screen.

Fields, Buttons, Checkboxes, & Icons

- | | |
|--------------|--|
| Close | Closes the <i>MC Parent Inquiry - Production</i> dialog box and returns you to the <i>Parent Inquiry</i> screen. |
| Help | Accesses the online Help for this screen. |

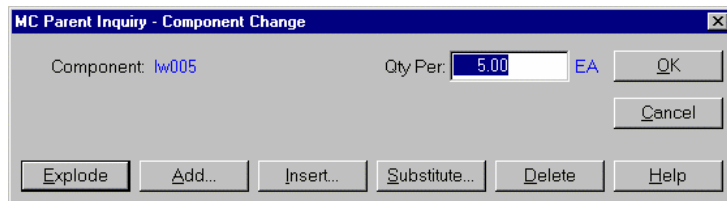
See Also

How to use the MC Parent Inquiry screen

Parent Inquiry

MC Parent Inquiry Component Change Dialog Box

The system accesses the *MC Parent Inquiry - Component Change* dialog box when you double-click on a component line item in the browser section on the Parent Inquiry screen. Using the *MC Parent Inquiry - Component Change* dialog box, you can add, insert, substitute, or delete components of the line item.



Form Contents

Fields, Buttons, Checkboxes, & Icons

OK	Accepts changes made to the component line item and returns you to the <i>Parent Inquiry</i> screen.
Cancel	Makes no changes to the current component line item and returns you to the <i>Parent Inquiry</i> screen.
Explode	Displays the composition of the selected component in the browser of the <i>Parent Inquiry</i> screen.
Add	Accesses the MC Parent Inquiry - Add Components dialog box, which is used to add items to the parent item.
Insert	Accesses the MC Parent Inquiry - Insert Components dialog box, which is used to insert items to the parent item.
Substitute	Accesses the MC Parent Inquiry - Substitute Components dialog box, which is used to substitute items for the selected component on the parent item.
Delete	Deletes the current component line item.
Help	Accesses the online Help for this screen.
<i>Qty Per</i>	The quantity of the component item needed to produce 1 parent item.

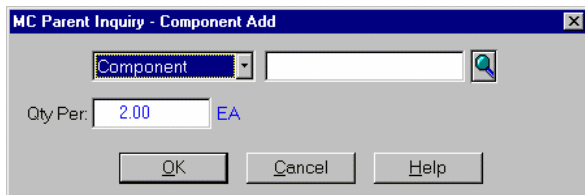
See Also

How to use the MC Parent Inquiry screen

Parent Inquiry

MC Parent Inquiry Component Add Dialog Box

The system accesses the *MC Parent Inquiry - Component Add* dialog box when you select the **Add** button on the *MC Parent Inquiry - Component Change* dialog box. Using the *MC Parent Inquiry - Component Add* dialog box, you can add a component or selection group to a parent item on the Parent Inquiry screen



Form Contents

Fields, Buttons, Checkboxes, & Icons



Lookup icon, which runs the Lookup for the current fields. For example, if the current field is the Warehouse entry, this menu offers the Warehouse Lookup. If the current field is Unit of Measure, this menu offers the Unit of Measure Lookup.

OK

Accepts changes made to the component line item and returns you to the *Parent Inquiry* screen.

Cancel

Makes no changes to the current component line item and returns you to the *Parent Inquiry* screen.

Help

Accesses the online Help for this screen.

[unlabeled
item type
field]

Unlabeled Component or Selection Group item type. From the drop-down list box, select **Component** or **Selection Group** for the type item that you want to insert on the parent item.

[unlabeled
component
or
selection
group field]

The component or selection group that you want to insert on the parent item.

Qty Per

The quantity of the component item needed to produce 1 parent item.

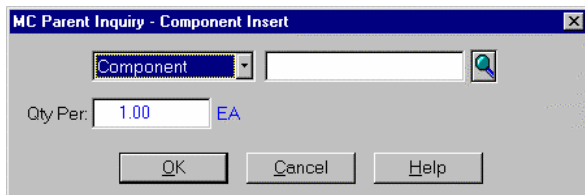
See Also

How to use the MC Parent Inquiry screen

Parent Inquiry

MC Parent Inquiry Component Insert Dialog Box

The system accesses the *MC Parent Inquiry - Component Insert* dialog box when you select the **Insert** button on the *MC Parent Inquiry - Component Change* dialog box. Using the *MC Parent Inquiry - Component Insert* dialog box, you can insert a component or selection group on a parent item on the Parent Inquiry screen.



Form Contents

Fields, Buttons, Checkboxes, & Icons



Lookup icon, which runs the Lookup for the current fields. For example, if the current field is the Warehouse entry, this menu offers the Warehouse Lookup. If the current field is Unit of Measure, this menu offers the Unit of Measure Lookup.

OK

Accepts changes made to the component line item and returns you to the *Parent Inquiry* screen.

Cancel

Makes no changes to the current component line item and returns you to the *Parent Inquiry* screen.

Help

Accesses the online Help for this screen.

[unlabeled
item type
field]

Unlabeled Component or Selection Group item type. From the drop-down list box, select **Component** or **Selection Group** for the type item that you want to add to the parent item.

[unlabeled
component
or
selection
group
field]

The component or selection group that you want to add to the parent item.

Qty Per

The quantity of the component item needed to produce 1 parent item.

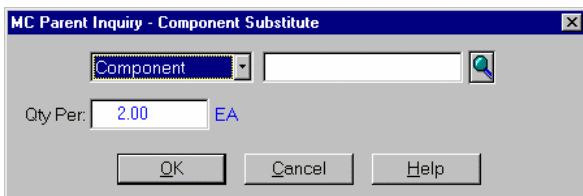
See Also

How to use the MC Parent Inquiry screen

Parent Inquiry

MC Parent Inquiry Component Substitute Dialog Box

The system accesses the *MC Parent Inquiry - Component Substitute* dialog box when you select the **Substitute** button on the *MC Parent Inquiry - Component Change* dialog box. Using the *MC Parent Inquiry - Component Substitute* dialog box, you can replace the selected component or selection group on a parent item on the Parent Inquiry screen.



Form Contents

Fields, Buttons, Checkboxes, & Icons



Lookup icon, which runs the Lookup for the current fields. For example, if the current field is the Warehouse entry, this menu offers the Warehouse Lookup. If the current field is Unit of Measure, this menu offers the Unit of Measure Lookup.

OK

Accepts changes made to the component line item and returns you to the *Parent Inquiry* screen.

Cancel

Makes no changes to the current component line item and returns you to the *Parent Inquiry* screen.

Help

Accesses the online Help for this screen.

[unlabeled
item type
field]

Unlabeled Component or Selection Group item type. From the drop-down list box, select **Component** or **Selection Group** for the type of item that you want to substitute for the selected component on the parent item.

[unlabeled
component
or
selection
group
field]

The component or selection group that you want to substitute for the selected component on the parent item.

Qty Per

The quantity of the component item needed to produce 1 parent item.

See Also

How to use the MC Parent Inquiry screen

Parent Inquiry

How to use the Parent Inquiry screen

1. Access the *Parent Inquiry* program. The complete path is *Manufacturing Control* → *Inquiries* → *Parent Inquiry*. The system displays the *BOM* view as the default.



TIP: You can also access this program from the Inquiries option on the program menu bar for the *Production Entry*, *Reconfiguration Entry*, *Disassembly Entry*, and *Production Confirmation* programs in MC.

LT	Component	Qty Per	UM	Required	Req	Sub	Chg	Waste %	Descrip
S1	L00X								selection gp for
1*	L001	1	EA	1	No	No	Yes	0.000	item for comp (k
1*	L002	1	EA	1	No	No	Yes	0.000	item for comp (R
1*	L003	1	EA	1	No	No	Yes	0.000	L1-4 use as comp
1*	L004	1	EA	1	No	No	Yes	0.000	item for comp (R
Pl*	lw003	2	EA	2	No	No	Yes	0.000	im test item for
Pl*	lw005	5	EA	5	No	No	Yes	0.000	
Pl*	lw007	1	EA	1	No	No	Yes	0.000	parent item
Pl	lw005	5	EA	5	No	No	No	0.000	
1	L002	6	EA	6	Yes	No	Yes	0.000	item for comp (R

2. In the *Parent* field, enter the parent item number.
3. In the *Warehouse* field, modify the warehouse for the parent item as necessary. The system displays the warehouse code from your user profile as the default.
4. In the *Qty to Produce* field, modify the parent-item quantity that you want to produce as necessary.



TIP: The system displays 1 as the default. Notice when you modify this field, the numbers in the *Required* column of the browser in the lower portion of the screen change accordingly.

5. If you want to see the composition of components that are parent items, select the **Explode Subassemblies** checkbox.



TIP: The system displays the composition of the parent item and component/parent items in the browser and denotes the level type in the LT [level type] column.

6. The system accesses this screen with the **Defaults** radio button for Selection Groups already marked and displays the selection group items for the BOM as the default. If you do not want to modify the selection group items, skip to step 9.

7. (Optional) If you want to select or change selection group items manually, click the **Select** radio button then click the **Reset** button. The system removes the selection group items from the component display.
8. (Optional) Double click on the selection group line item to access the Configurator dialog box, which is used to pick items from a selection group.

For complete instructions on using the *Configurator*, see the *Configurator* section of this document. If you want to modify a component or parent/component line item displayed in the browser, you can double click on the line to access the MC Parent Inquiry - Component Change dialog box, which is used add, insert, substitute, or delete components of the line item.

10. Select the **Stock Status** view tab, and the system displays the *Stock Status* view of the MC *Parent Inquiry* screen.

Parent: lw0015 prod-pl w/ sel grp

Warehouse: 012 leigh's test warehouse

Qty to Produce: 1 EA

☐ Explode Subassemblies Selection Groups: ☒ Defaults ☐ Select

BOM **Stock Status** Cost/Price

Producible: 9 EA

LT	Component	Qty Per	UM	Required	Available	On Hand	Committed
S1	L00X						
1*	L001	1	EA	1	388	458	70
1*	L002	1	EA	1	280	421	141
1*	L003	1	EA	1	2331	2366	35
1*	L004	1	EA	1	371	403	32
P1*	lw003	2	EA	2	96	100	4
P1*	lw005	5	EA	5	49	244	195
P1*	lw007	1	EA	1	166	360	194
P1	lw005	5	EA	5	49	244	195
1	L002	6	EA	6	280	421	141

Close Reset General... Add Ons... Produce... Help

11. The system displays quantity per parent, committed, WIP, backorder, available, on-hand, and on-order quantities for the parent item's components.



TIP: There are some limitations to this view when you are calculating producible quantities of the parent item.

Use the information below to understand these limitations: If the system can calculate producible quantities using the available inventory, then it does not use committed and WIP item quantities.

- For non-parent component items and unexploded component/parent items, the system uses current available stock quantities for calculating the producible quantities of the parent item.
- For exploded component/parent items or component/parent items displayed down to their component item levels, the system uses the component quantities available to produce new subassemblies but does not use component quantities that are on a current production ticket or in a

Committed or WIP status for calculating the producible quantities of the parent item.

12. Select the **Cost/Price** view tab, and the system displays the *Cost/Price* view of the MC *Parent Inquiry* screen.

LT	Component	Qty Per	UM	Required	Cost	UM	Extension	Price
S1	100X							
1*	L001	1	EA	1	10.00	EA	10.00	3.
1*	L002	1	EA	1	0.00	EA	0.00	2.
1*	L003	1	EA	1	0.00	EA	0.00	3.
1*	L004	1	EA	1	0.00	EA	0.00	4.
P1*	1w003	2	EA	2	25.00	EA	50.00	0.
P1*	1w005	5	EA	5	0.00	EA	0.00	0.
P1*	1w007	1	EA	1	0.00	EA	0.00	0.
P1	1w005	5	EA	5	0.00	EA	0.00	0.

13. The system displays costing with extension, GM, and pricing with extension information for the parent item.



TIP: Some important information about costing and pricing is displayed below: The system bases parent item costing on the current level of component item displayed with the costing calculation based on the rollup of the displayed individual component costs.

- For component costing, the system uses the current standard system costs.
- For parent/component items that are not exploded or displayed to lower levels, the system displays the current system costing and not the component level rollup and add-ons costs.
- For parent/component items that are exploded and displayed down to the component level, the system uses costing that is based on the displayed component level rollup and add ons.
- Excluding contracts, the system sets default pricing based on settings you entered on the *Parent BOM Maintenance* screen and allows you to change pricing methods for comparison.

14. You can select the buttons in the lower portion of the screen from any view.

- If you want to erase all of the changes that you have made, select the **Reset** button.

- If you want view general information about the parent item, select the **General** button.
- If you want to view overhead, packaging, labor, and add-ons costs for the parent item, select the **Add Ons** button.
- If you want to view production information for the parent item, select the **Production** button.

15. Select the **Close** button to exit the screen.

See Also

MC Parent Inquiry General Dialog Box

MC Parent Inquiry Add Ons Dialog Box

MC Parent Inquiry Production Dialog Box

Parent Inquiry

Costing and Pricing Information

- The system bases parent item costing on the current level of component item displayed with the costing calculation based on the rollup of the displayed individual component costs.
- For component costing, the system uses the current standard system costs.
- For parent/component items that are not exploded or displayed to lower levels , the system displays the current system costing and not the component level rollup and add-ons costs.
- For parent/component items that are exploded and displayed down to the component level, the system uses costing that is based on the displayed component level rollup and add ons.
- Excluding contracts, the system sets default pricing based on settings you entered on the *Parent BOM Maintenance* screen and allows you to change pricing methods for comparison.

Producible Quantity Limitations

- If the system can calculate producible quantities using the available inventory, then it does not use committed and WIP item quantities.
- For non-parent component items and unexploded component/parent items, the system uses current available stock quantities for calculating the producible quantities of the parent item.
- For exploded component/parent items or component/parent items displayed down to their component item levels, the system uses the component quantities available to produce new subassemblies but does not use component quantities that are on a current production ticket or in a Committed or WIP status for calculating the producible quantities of the parent item.

Level Type Information

Code	Definition
S1	Selection group of the parent item
P1	Component that is also a parent item in the entered warehouse
S2	Selection group for a component of a component/parent item (This number can increase as the component levels increase.)
P2	Parent item that is a component of a component/parent item (This number can increase as the component levels increase.)
[number]	A component at the level indicated by the number that is not a parent item capable of being produced in the entered warehouse (This number can increase as the component levels increase.)
[number] *	Member of a selection group at the component level indicated by the number. (This number can increase as the component levels increase.)
P [number] *	A parent item that is a member of a selection group at the component level indicated by the number (This number can increase as the component levels increase.)

MC Where Used Inquiry

Using this program, you can display information about where a component item is used. You can display all of the parent item BOMs that contain the component item or all current production tickets that contain the component item.

If you need information about a component when you are entering a production assembly, reconfiguration, or disassembly ticket, you can access the *Where Used Inquiry* screen from the Inquiry option on the programs' menu bar.

Form Contents

Fields, Buttons, Checkboxes, & Icons



Lookup icon, which runs the Lookup for the current fields. For example, if the current field is the Warehouse entry, this menu offers the Warehouse Lookup. If the current field is Unit of Measure, this menu offers the Unit of Measure Lookup.

All Warehouses

Determines whether the system displays information about the component from a particular warehouse or all warehouses in the system.

Used In

Determines whether the system displays parent BOMs or current production tickets that contain the component. Select **Parent BOM** to display the BOMs that contain the parent items or **Current Production** to displays current production tickets that contain the component.

Close

Exits the *Parent Inquiry* screen.

Fields, Buttons, Checkboxes, & Icons

Comp Qty	Accesses the <i>Where Used Inquiry - Component Quantities</i> dialog box, which displays quantity information about the selected component.
Parent Qty	Accesses to the <i>Where Used Inquiry - Parent Quantities</i> dialog box, which displays quantity information about the highlighted parent item.
Help	Accesses the online Help for this screen.
<i>Warehouse</i>	The warehouse where the parent item resides.
<i>Component</i>	The component for which you want to review production tickets or BOMs.

The *Where Used Inquiry* program displays information in 2 views. Each view contains information for the component. The radio button that you select in the Used In section determines which view the system displays. The Parent BOM view displays the parent item number, description, quantity per for the component, and whether the component is required, allows substitution, or change. The Current Production view displays the current production tickets that require this component, the parent item number and description, quantity per and required quantity information for the production run, and committed, WIP, and used inventory component quantities for the production ticket.

See Also

How to use the Where Used Inquiry screen

Where Used Inquiry Component Quantities Dialog Box

Where Used Inquiry Parent Quantities Dialog Box

Where Used Inquiry Component Quantities Dialog Box

The system accesses the *Where Used Inquiry - Component Quantities* dialog box when you select the **Comp Qty** button on the Where Used Inquiry screen. In this dialog box, the system displays available, committed, on-hand, WIP, backorder, and on-order quantity information for the component in the specified warehouse.

Available	On Hand	Committed	WIP	Backorder	On Order	UM
99.00	126.00	27.00	0.00	40.00	7349.00	EA

Form Contents

Note: The fields and checkboxes on this screen are all display only. You cannot enter information on this screen.

Fields, Buttons, Checkboxes, & Icons

- Close** Closes the *Where Used Inquiry - Component Quantities* dialog box and returns you to the *MC Where Used Inquiry* screen.
- Help** Accesses the online Help for this screen.

See Also

How to use the Where Used Inquiry screen

Where Used Inquiry

Where Used Inquiry Parent Quantities Dialog Box

The system accesses the *Where Used Inquiry - Parent Quantities* dialog box when you select the **Parent Qty** button on the Where Used Inquiry screen. In this dialog box, the system displays available, committed, on-hand, WIP, backorder, and on-order quantity information for the parent item in the specified warehouse.

Available	On Hand	Committed	WIP	Backorder	On Order	UM
99.00	126.00	27.00	0.00	40.00	7349.00	EA

Form Contents

Note: The fields and checkboxes on this screen are all display only. You cannot enter information on this screen.

Fields, Buttons, Checkboxes, & Icons

- Close** Closes the *Where Used Inquiry - Component Quantities* dialog box and returns you to the *MC Where Used Inquiry* screen.
- Help** Accesses the online Help for this screen.

See Also


How to use the Where Used Inquiry screen

Where Used Inquiry

How to use the Where Used Inquiry screen

1. Access the *Where Used Inquiry* program. The complete path is *Manufacturing Control*→*Inquiries*→*Where Used Inquiry*.



 **TIP:** You can also access this program from the Inquiries option on the program menu bar for the *Production Entry*, *Reconfiguration Entry*, *Disassembly Entry*, and *Production Confirmation* programs in MC.

[illegible]

2. In the *Warehouse* field, modify the warehouse where the component is stored as necessary. The system displays the warehouse code from your user profile as the default. To display component information for all warehouses in your company, select the **All Warehouses** checkbox.
3. In the *Component* field, enter the component item number.
4. In the Used In section, select the **Parent BOMs** radio button to display component information by parent item BOM or the **Current Production** radio button to display component information by current production ticket number. The system displays the screen with the **Parent BOMs** radio button selected as the default.

Where Used Inquiry										Where Used Inquiry									
Warehouse:		<input type="text"/> 012	<input type="button" value="🔍"/> leigh's test warehouse							Warehouse:		<input type="text"/> 012	<input type="button" value="🔍"/> leigh's test warehouse						
		<input type="checkbox"/> All Warehouses										<input type="checkbox"/> All Warehouses							
Component:		<input type="text"/> lw021	<input type="button" value="🔍"/> produced parent lw020 & l001							Component:		<input type="text"/> lw021	<input type="button" value="🔍"/> produced parent lw020 & l001						
Used In:		<input checked="" type="radio"/> Parent BOMs <input type="radio"/> Current Production								Used In:		<input type="radio"/> Parent BOMs <input checked="" type="radio"/> Current Production							
Parent	Description	Qty Per	UoM	Req	Sub	Onh	Dis			Prod #	UoM	Parent	Description	Qty Per	UoM	Required			
lw030	parent item for disassembly ps	2	EA	No	Yes	Yes				00000100	E	012 lw030	parent item for disassembly	2	KA	10			
										00000192	E	012 lw030	parent item for disassembly	2	KA	6			
										00000196	E	012 lw030	parent item for disassembly	2	KA	10			
										00000239	E	012 lw030	parent item for disassembly	2	KA	10			
										00000248	E	012 lw030	parent item for disassembly	2	KA	10			
										00000249	E	012 lw030	parent item for disassembly	2	KA	20			
										00000251	E	012 lw030	parent item for disassembly	2	KA	2			
										00000252	E	012 lw030	parent item for disassembly	2	KA	10			

- In the *Parent BOMs* view of the screen, you can double click on a parent item to access the MC Parent Inquiry screen, which is used to display BOM, stock status, and cost and pricing information about the parent item.



TIP: For more information about the *MC Parent Inquiry* screen, refer to the *MC Parent Inquiry* section of this document. In the Current Production view, you can double click on a production ticket number to access the *MC Document Inquiry* screen, which is used to display summary information about the production ticket. For more information about the *MC Document Inquiry* screen, refer to the *MC Document Inquiry* section of this document. If you want to view quantities information about the selected component, click the **Comp Qty** button to access the Where Used Inquiry - Component Quantities dialog box.

Available	On Hand	Committed	WIP	Backorder	On Order	UM
103.00	133.00	30.00	0.00	40.00	7354.00	EA

- If you want to view quantities information about a parent item, highlight the parent item in the browser and click the **Parent Qty** button to access the Where Used Inquiry - Parent Quantities dialog box.

Available	On Hand	Committed	WIP	Backorder	On Order	UM
0.00	0.00	0.00	0.00	0.00	119.00	EA

Select the **Help** button to access the online Help for the *Where Used Inquiry* screen.

- Select the **Close** button to exit the screen.

See Also

Where Used Inquiry

Where Used Inquiry Component Quantities Dialog Box

Where Used Inquiry Parent Quantities Dialog Box

MC Document Inquiry

Using this program, you can display open and past production order documents for assemblies, disassemblies, and reconfigurations. From this screen, you can access detailed information for the production order header, line items, and footer. You can also review notes and custom user defined fields for the production order header or lines and serial and lot numbers for past production line items.


In the upper portion of the screen, the system displays the ticket type, parent item number, descriptions, warehouse for the parent item, quantity to produce, and the dates entered and requested. In the browser, the system displays the components, component quantity information, and descriptions. In the lower portion of the screen, the system displays the total add-ons cost for the ticket as well as the total cost of the order.

If you need information about an open and past production order document when you are entering or confirming a production assembly, reconfiguration, or disassembly ticket, you can access the *MC Document Inquiry* screen from the Inquiry option on the programs' menu bar. For open production tickets, the system displays the ticket status and any existing the sales order document to which the production order is tied through stock reservations. For past production orders, the system displays the quantity produced and the date produced.

Form Contents

Fields, Buttons, Checkboxes, & Icons

For a listing of standard TakeStock icons and buttons, refer to the System Icons and Buttons topic in *Chapter 2, Getting Started of TakeStock Basics*.

Open	Displays current production tickets. The system displays the screen with the Open radio button selected as the default.
Past	Displays past production tickets.
Production #	The open or past production ticket number. Use the  icons to scroll through production tickets.

Overview Tab

[illegible]

The Overview tab displays production ticket header information, such as the parent item, warehouse, quantity to produce, pricing information, department, whether production is outsourced, the outsourcing vendor, and the date when production is expected.

In the browser, the system displays the components, component quantity information, and descriptions. In the lower portion of the screen, the system displays the total add-ons cost for the ticket as well as the total cost of the order.

In the lower portion of the screen, the program displays the total add-ons cost for the ticket as well as the total cost of the order.

Header Tab

MC Document Inquiry

File Find Global Help

Production #: 00000031 Assembly Open Past

Overview Header Items Footer

Warehouse: [Atl](#) [Atlanta - Regional Center, Inc](#)

Parent: [I120](#) [Hand held stretch wrap](#)
[1500' per roll, 8lbs per roll](#)

Qty to Produce: 2.00 BX

Entered: 09/18/1997 Requested: 09/18/1997 3766 days ago

Department: 01 [Department 01 - Inside Sales](#)

Price By: [Item Price](#)

☐ Outsourced

Expected: 06/19/1999

Entered By: [alan](#)

Last Used By: [val](#)

☐ Produce Complete
☒ Update Lead Time

[Reserved...](#) [Notes...](#) [Serial...](#) [Custom...](#)

The Header tab displays such as the parent item, warehouse, quantity to produce, pricing information, department, whether production is outsourced, the outsourcing vendor, and the date when production is expected.

Reserved Accesses the *Reserved Stock Overview - Production Order* dialog box, which is used to review stock reservation information. The system enables this button for documents with component line items that are backordered and have stock reservations.

Notes Accesses the MC Document Notes dialog box, which is used to enter notes for the document.

Serial Accesses the *Serial Numbers/Lot Numbers* dialog box to display serial/lot information about the parent item. The system enables this button for documents with component line items that contain serial or lot numbers.

Custom Accesses the *Custom Fields* dialog box, which is used to display any custom, user-defined, component line fields.

Items Tab

MC Document Inquiry

File Find Global Help

Production #: 00000031 Assembly Open Past

Overview Header Items Footer

Parent: I120 Qty to Produce: 2.00 BX Warehouse: All

Component: I109 Foreman's shop cabinet desk
36 x 29 x 52"

Qty Per	Required	Committed	WIP	Backordered	UM
2	4	0	0	4	BX

Note:

Cost: 293.31 CS Price: 220.99

Weight: 45.5 KG

GL Table: 1st 1st GL table

☐ Parent
☒ Nonstocked
☒ Update Inventory

Reserved Serial Custom

Component 1 of 4

The Items tab displays production ticket line item information, such as the parent item, warehouse, quantity to produce, pricing information, department, whether production is outsourced, the outsourcing vendor, and the date when production is expected.

- Reserved** Accesses the *Reserved Stock Overview - Production Order* dialog box, which is used to review stock reservation information. The system enables this button for documents with component line items that are backordered and have stock reservations.
- Serial** Accesses the *Serial Numbers/Lot Numbers* dialog box to display serial/lot information about component line items that contain serial or lot numbers. The system enables this button for documents with component line items that contain serial or lot numbers.
- Custom** Accesses the *Custom Fields* dialog box, which is used to display any custom, user-defined, component line fields.

Footer Tab

MC Document Inquiry

File Find Global Help

Production #: 00000618 001 Assembly Open Past

Overview Header Items Footer GL

Parent: aehbomtst Qty to Produce: 1 EA Whse: Atl

Standard Add Ons	Amount	Percent	Per. Unit	Rate	Hours
Overhead:	35.00	.006 %			
Package:	25.00	.004 %			
Labor:	10.00	.002 %		0.00	0.00

Add Ons	Amount	Percent
Kyle's test w/:	25.00	.000 %
Kyle's test:	10.00	.000 %
Miscellaneous:	0.00	.000 %
Restocking:	66810.69	10.510 %
XYZWXYZWXYZWXY:	10.00	.000 %

Cost:	635,686.89
Add Ons:	66,925.69
Total:	702,612.58
Markup:	20.120 %
Price:	843,978.23
GM:	20.120 %

The Footer tab displays production ticket footer information, such as the standard add on costs for overhead and packaging in dollars or percent, labor in dollars, percent, or rate and hours, any other add ons that have been included, and costing and pricing information for the production order.

GL Tab

MC Document Inquiry

File Find Global Help

Production #: 00000618 001 Assembly Open Past

Overview Header Items Footer GL

Reg. Typ	Regist	Account	Center	Amount	Date	Item	Descri
MCP	000098	13110	ATL- 000	66,925.69	12/22/2003	aehbomtst	
MCP	000098	76110	ATL- 000	(35.00)	12/22/2003	aehbomtst	
MCP	000098	76120	000 -01	(25.00)	12/22/2003	aehbomtst	
MCP	000098	76130	ATL- 000	(10.00)	12/22/2003	aehbomtst	
MCP	000098	76160	000 -01	(66,855.69)	12/22/2003	aehbomtst	

Enter the Production Number.

The GL tab displays all of the GL postings for the document for posted production tickets, including the register type and register number that made the posting, account number and description, center and description and the posting date for the transaction. The Item column displays the item or add-on code that is stored in the gILedger table. You can modify the sort order by clicking on many of the column headers in the browser.

The GL tab is controlled by function security, and only visible to those users who have permission to view GL information. Otherwise the GL tab will not appear in this program.

Buttons

When MC Document Inquiry is run as a dialog box, the following buttons are available at the bottom of the Overview View:

- Close** Closes the *MC Document Inquiry* program.
- Help** Accesses the online Help for this screen.

Menu Options

When SO Document Inquiry is run as a window, the following menu options are available:

File

Menu Selection	Function
Print	Accesses the Print Document dialog box, which is used to print the production document.
Close	Exits the MC Document Inquiry screen.

Find

Menu Selection	Function
Sales Order Lookup	Displays the Lookup screen for sales orders.
Document Quicksearch	Displays the <i>MC Document Quicksearch</i> program to quickly locate a document for a customer based on a keyword search of the customer and specific document information, such as salesperson and customer PO number.
Find Detail Line	Displays the Find Item Dialog box, where you can enter the item number. The system then displays the MC Document inquiry Items tab with the item information.

Global

Menu Selection	Functions
User Profile	Accesses your <i>user profile</i> information.
Note Pad	Accesses the Notes dialog box, which is used to enter notes for the current user.
Personal	Allows you to access frequently used programs.

Favorites

Jump Accesses the Program Locator dialog box, which allows you to move to other TakeStock modules and programs.

Help

**Menu
Selection
Contents
Glossary
Search for
Help on
Screen Help
About
TakeStock
Special
Keys**

Functions

Accesses the online Help table of contents.
Access the TakeStock Glossary.
Accesses the Help system index.

Accesses online Help for the current screen.
Displays release, licensing, and support information about TakeStock.
Accesses the Special Keys dialog, which lists the function keys for the current screen.

See Also

How to use the MC Document Inquiry screen

How to use the MC Document Inquiry screen

1. Access the *MC Document Inquiry* program. The complete path is *Manufacturing Control* → *Inquiries* → *MC Document Inquiry*. The system displays the screen with the **Open** radio button selected as the default so that you can access open MC production documents.

MC Document Inquiry

File Find Global Help

Production #: 00000036 Disassembly ☒ Open ☐ Past

Overview | Header | Items | Footer | GL

Parent: I120 Hand held stretch wrap 1500' per roll, 8lbs per roll Whse: Atl


Qty to Produce: 2.00 BX Produced: 0.00 Remaining: 2.00

Entered: 09/19/1997 Requested: 09/19/1997 Produced: Status: Printed

Component	Qty Per	UOM	Required	Committed	WIP	Used	Backorder	Scr
I109	2	BX	4	0	0	0	0	
I101	2.000	EA	4.000	0.000	0.000	0.000	0.000	
I103	3.0	BX	6.0	0.0	0.0	0.0	0.0	
aehlot4	2	EA	4	0	0	0	0	
I102	3.00	BX	6.00	0.00	0.00	0.00	0.00	
I115	2	BX	4	0	0	0	0	
I104	2	BX	4	0	0	0	0	
I105	2.0	BX	4.0	0.0	0.0	0.0	0.0	
I110	2.00	BX	4.00	0.00	0.00	0.00	0.00	
I111	2.0	BX	4.0	0.0	0.0	0.0	0.0	

Add Ons: 17.95 Total: 5,377.64

Enter the Production Number.

2. In the *Production #* field, enter the open production ticket number that you want to review and press **Tab**.
3. If you want to review past production tickets, select the **Past** radio button, enter the past production ticket number that you want to review, and press **Tab**.
4. Use the  icons in the upper right portion of the screen to scroll to other PO documents for this customer.
5. On the Overview tab, you can double click the item to view the Items tab.
6. Choose one of the following tabs to access other views containing document details. Select the:
 - **Overview** tab to access the MC Document Inquiry – Overview Detail view, which displays general information about the sales document.
 - **Header** tab to access the MC Document Inquiry - Header Detail view, which displays information about the sales document header.

The screenshot shows the 'MC Document Inquiry' window. The title bar includes 'File', 'Find', 'Global', and 'Help'. Below the title bar, there is a 'Production #' field with the value '00000031' and a magnifying glass icon. To the right of this is the 'Assembly' tab, and further right are 'Open' and 'Past' radio buttons and navigation icons. Below this is a tabbed interface with 'Overview', 'Header', 'Items', and 'Footer' tabs. The 'Header' tab is active, displaying the following information:

- Warehouse: **Atl** Atlanta - Regional Center, Inc
- Parent: **I120** Hand held stretch wrap
1500' per roll, 8lbs per roll
- Qty to Produce: **2.00** BX
- Entered: **09/18/1997** Requested: **09/18/1997** 3766 days ago
- Department: **01** Department 01 - Inside Sales
- Price By: **Item Price**
- ☐ Outsourced
- Expected: **06/19/1999**
- Entered By: **alan**
- Last Used By: **val**
- ☐ Produce Complete
- ☒ Update Lead Time

At the bottom of the window are four buttons: 'Reserved...', 'Notes...', 'Serial...', and 'Custom...'.

From this screen you select from the following buttons:

- Reserved** Accesses the *Reserved Stock Overview - Production Order* dialog box, which is used to review stock reservation information. The system enables this button for documents with component line items that are backordered and have stock reservations.
- Notes** Accesses the MC Document Notes dialog box, which is used to enter notes for the document.
- Serial** Accesses the *Serial Numbers/Lot Numbers* dialog box to display serial/lot information about the parent item. The system enables this button for documents with component line items that contain serial or lot numbers.
- Custom** Accesses the *Custom Fields* dialog box, which is used to display any custom, user-defined, component line fields.
- Items** tab to access the MC Document Inquiry – Items Detail view, which displays information about the sales document line items.

The screenshot shows the 'MC Document Inquiry' window. At the top, there's a menu bar with 'File', 'Find', 'Global', and 'Help'. Below it, a 'Production #' field contains '00000031'. To the right, 'Assembly' is selected, and there are 'Open' and 'Past' radio buttons. Navigation buttons (back, forward, etc.) are also present. Below this is a tabbed interface with 'Overview', 'Header', 'Items', and 'Footer' tabs. The 'Items' tab is active, showing details for 'Parent: I120' and 'Qty to Produce: 2.00 BX'. The 'Component: I109' is 'Foreman's shop cabinet desk' with dimensions '36 x 29 x 52\".

From this screen you select from the follow buttons:

- Reserved** Accesses the *Reserved Stock Overview - Production Order* dialog box, which is used to review stock reservation information. The system enables this button for documents with component line items that are backordered and have stock reservations.
- Serial** Accesses the *Serial Numbers/Lot Numbers* dialog box to display serial/lot information about component line items that contain serial or lot numbers. The system enables this button for documents with component line items that contain serial or lot numbers.
- Custom** Accesses the *Custom Fields* dialog box, which is used to display any custom, user-defined, component line fields.

- **Footer** tab to access the MC Document Inquiry - Footer Detail, which displays information about the sales document footer.



MC Document Inquiry

File Find Global Help

Production #: 00000031 Assembly Open Past

Overview Header Items Footer

Parent: 1120 Qty to Produce: 2.00 BX Whse: ATL

Standard Add Ons	Amount	Percent
Overhead:	0.00	.000 %
Package:	0.00	.000 %
Labor:	0.00	.000 %

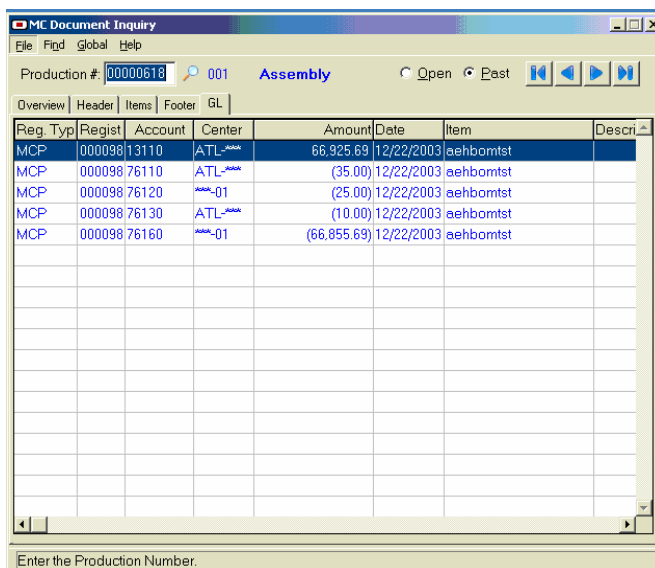
Per: Unit Rate: 0.00
Hours: 0.00

Add Ons	Amount	Percent
Freight:	17.95	1.430 %
Miscellaneous:	0.00	.000 %
A Base Co AddOn:	0.00	.000 %

Cost: 1,254.15
Add Ons: 17.95
Total: 1,272.10

Price: 4.44
GM: - 99.651 %

- **GL** tab to access the MC Document Inquiry - GL Detail, which displays all of the GL postings for the document for posted transfer tickets.
Note: The GL tab is controlled by function security, and only visible to those users who have permission to view GL information. Otherwise the GL tab will not appear in this program.



MC Document Inquiry

File Find Global Help

Production #: 00000618 001 Assembly Open Past

Overview Header Items Footer GL

Reg. Typ	Regist	Account	Center	Amount	Date	Item	Descri
MCP	000098	13110	ATL-000	66,925.69	12/22/2003	æhbomst	
MCP	000098	76110	ATL-000	(35.00)	12/22/2003	æhbomst	
MCP	000098	76120	ATL-001	(25.00)	12/22/2003	æhbomst	
MCP	000098	76130	ATL-000	(10.00)	12/22/2003	æhbomst	
MCP	000098	76160	ATL-001	(66,855.69)	12/22/2003	æhbomst	

Enter the Production Number.

- Select the **File→Print** menu option to access the Print Document dialog box, which is used to print the production document.
- Select the **Help** menu option to access the online Help for this screen.

See Also

MC Document Inquiry

MC Reports

The selections on the Reports menu allow you to print production information with options for print order and report content.

Using the *Daily Production Report*, you can determine whether parent items which may be produced on the next daily production run and pinpoint problem areas with regard to component quantities.

The *Parent BOM Listing* allows you to print a listing of the parent bills of material items, their significant parameters, and optionally include component information. You can use this information to review how parent BOM items and selection groups are set up.

The *Suggested Production Report* is a report of the information that is stored in the suggested production table. You can use this report as a worksheet to edit suggested quantities or enter production orders into the system

Using the *Production Status Report*, you can generate a report of production orders in MC that are open (not yet completed), entered, approved, placed in work-in-process , or confirmed but not yet updated through the Production Register. You can print the report in parent item or document order and optionally select to include information about stock reservations, components, cost/price/gross margins, add ons, and notes.

The *MC Sub Ledger Report* allows you to print a report of the transactions created by the MC Production Register that posts to General Ledger.

Entries for the Reports menu are:

Use this program:	To do this:
<i>Daily Production Report</i>	Print a list of parent items that can be produced in the next daily production run or a list of parent items that cannot be produced due to insufficient component quantities.
<i>Parent BOM Listing</i>	Print a list of bills of material for parent items and significant parameters.
<i>Production Status Report</i>	Print a list of production orders in the entered, approved, printed, confirmed, or WIP statuses.
<i>Suggested Production Report</i>	Print a report of the information that the system stores in the suggested production data table.
<i>MC Sub Ledger Report</i>	Print a report of the transactions created by the <i>MC Production Register</i> that post to the General Ledger.

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Daily Production Report

Using the *Daily Production Report*, you can print a list of parent items that can be produced in the next daily production run or a list of parent items that cannot be produced due to insufficient component quantities. This is useful in pinpointing problem areas regarding component quantities. The system determines whether a parent item can be produced based on whether the components are committed. This means that you should run the Auto Commit Backorders program in the *Production* sub-module of MC before running this report. You can select to print component detail and specifically include components with insufficient quantities.

When you access this program, the system displays the *Template-Saved Settings* dialog box, which is used by most reports and registers in the system. From this dialog box, you can select any of the available templates to run the report. For more information on the *Template-Saved Settings* dialog box, see the *TakeStock Basics* manual or the *Template-Saved Settings* topic in the online Help.

If you select the **Edit** button to modify a template or the **New** or **Copy** button to enter new settings, the system displays the *Daily Production Report: Untitled* dialog box.

Form Contents

Fields, Buttons, Checkboxes, & Icons

- Sort By** Defines the sort order in which the information prints. You can select to print these documents in order by any of the available options. The available **Sort By** options are **Parent Item**, **Date/Parent Item**, **Document**, **Date/Document**.
- Limit By** Limit the information that prints by selecting specific identifying characteristics or a range of identifying characteristics. Available choices are: **Warehouse**, **Document**, **Parent Item**, **Request Date**, and **Outsource Vendor**.

Include	Determines what information to print on the report. Available choices are: Parent Descriptions 2 , Reservation Detail , Components , Description 2 (of the component), Insufficient Only (for the component), and Production Status (select from Assembly , Disassembly , Reconfigure types).
Options	Determines what information to print on the report and optionally update. Available choices for Quantities are: Complete Parent , Partial Parent , or Zero Parent , and available choices for Document Status are: Entered , Printed , Confirmed , Approved , and WIP .
Select	Displays the <i>Selection</i> dialog box, which is used to set a range for the highlighted Limit By option.
Filter	Displays the Filter Manager dialog box, which is used to select filter parameters for the highlighted Limit By option.
Profile	Accesses the settings from your user profile for the highlighted Limit By option.
No Limit	Resets Limit By options to ALL for the selected option.
OK	Saves the new or modified template and exits the screen.
Cancel	Exits the screen without saving any changes.
Print	Prints the register or report.
Setup	Accesses the Print Setup dialog box, which is used to select settings for printing and updating.
Help	Accesses online Help for this screen.

See Also

How to print the Daily Production Report

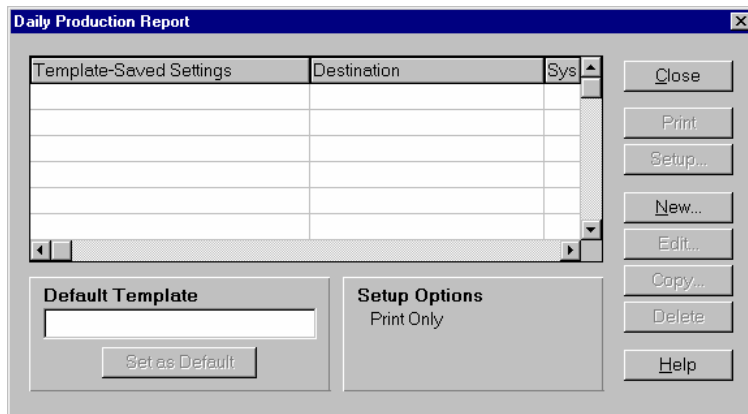
Daily Production Report

A typical Daily Production report is depicted below:

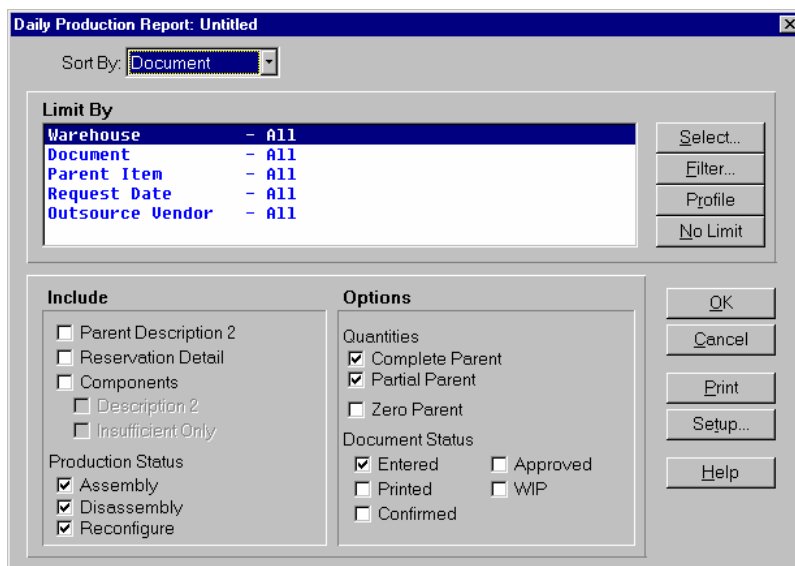
Date: 04/16/1998		QA's Primary Test Co.	
Page: 1		Daily Production Report - prodstat	
Time: 7:47 AM			
User: leigh			
Prod# S Wh Parent	Description	Qty To Produce	Producible UM C Requested Expected Q
00000191 P 012 lw021	produced parent lw020 & 1001	5	5 EA A 12/23/1997 12/23/1997
00000309 E 012 lw021	produced parent lw020 & 1001	10	5 EA A 12/31/1997 12/31/1997 *
P Component	Description	Qty Per Required	Commit'd WIP Backord Avail On
Order UM I			
P LW020	produced parent of 11,2,3,4	2 20	10 0 10 58
313 EA *			
L001	item for comp (kit)	1 10	5 0 5 388
11666 EA *			
00000507 P 012 lw021	produced parent lw020 & 1001	2	2 EA A 01/13/1998 01/24/1998
P Component	Description	Qty Per Required	Commit'd WIP Backord Avail On
Order UM I			
P LW020	produced parent of 11,2,3,4	2 4	4 0 0 58
313 EA			
L001	item for comp (kit)	1 2	2 0 0 388
11666 EA			
00001030 E 012 lw021	produced parent lw020 & 1001	1	1 EA A 02/23/1998 02/23/1998
P Component	Description	Qty Per Required	Commit'd WIP Backord Avail On
Order UM I			
P LW020	produced parent of 11,2,3,4	2 2	2 0 0 58
313 EA			
L001	item for comp (kit)	1 1	1 0 0 388
11666 EA			
P lw008	kitted parent item of 5 & 7	4 4	4 0 0 48-
0 EA			
00001032 E 012 lw021	produced parent lw020 & 1001	1	1 EA A 02/23/1998 02/23/1998
P Component	Description	Qty Per Required	Commit'd WIP Backord Avail On
Order UM I			
P LW020	produced parent of 11,2,3,4	2 2	2 0 0 58
313 EA			
L001	item for comp (kit)	1 1	1 0 0 388
11666 EA			
P lw008	kitted parent item of 5 & 7	4 4	4 0 0 48-
0 EA			
Number of Documents: 5			
Legend:			
S = Status (E=Entered, A=Approved, P=Printed, W=Work-In-Process, C=Confirmed, D=Deleted)			
Wh = Warehouse			
UM = Stocking Unit of Measure			
C = Commitment Option (A=Available, P=Producible, C=Complete)			
Q = Quantity Partial, * indicates producible quantity is less than quantity to produce			
T = Type (S=Sales Order, T=Transfer, P=Production)			
P = Parent (*)			
WIP = Work-In-Process			
I = Insufficient, * indicates that committed + available is less than required			
Producible - quantity of a parent item that may be produced in full utilizing committed + WIP component quantities			
Date: 04/16/1998		QA's Primary Test Co.	
Page: 2		Daily Production Report - prodstat	
Time: 7:47 AM			
User: leigh			
Prod# S Wh Parent	Description	Qty To Produce	Producible UM C Requested Expected Q
=====			
Selections for Daily Production Report - prodstat:			
Warehouse	: 012		
Document	: All		
Parent Item	: lw0010, lw002, lw003, lw006, lw008, lw021		
Outsource Vendor	: All		
Request Date	: All		
Include Parent Item Description 2			
Include Reservation Detail			
Include Components			
Include Assembly, Disassembly, Reconfigure			
Include Complete Parents			
Include Partial Parents			
Include Entered, Approved, Printed, WIP, Confirmed documents			

How to print the Daily Production report

1. Access the *Daily Production Report* screen in the *Reports* submodule of *Manufacturing Control*. The complete path is *Manufacturing Control* → *Reports* → *Daily Production Report*. The system displays the Template-Saved Settings dialog box of the *Daily Production Report*.



2. Select the **New**, **Edit**, or **Copy** button to access the *Daily Production Report: Untitled* template edit dialog box.



3. Select the Sort By and the Limit By settings for new or modified templates.
4. In the Include portion of the screen, select the appropriate checkboxes to indicate what you want to print on the report. See the Form Contents section of the Daily Production Report for checkbox definitions.
5. In the Options portion of the screen, select the appropriate checkboxes to indicate what you want to print on the report and optionally update. See the Form Contents section of the *Daily Production Report* for checkbox definitions.

6. You have now completed the information for the *Daily Production Report*. You can select:
- **OK** to save the current setting as a template.
 - **Setup** if you need to access the Print Setup dialog box, which is used to modify print and/or update settings.
 - **Print** to print the report without saving your current selection.
 - **Cancel** to exit without saving your current selections or printing the report.
 - **Help** to access the online Help for this screen.

Parent BOM Listing

Using the *Parent BOM Listing*, you can print a list of bills of material for parent items and significant parameters, such as parent item type, add ons , notes, and costing and pricing information, as well as optionally including component information. For components, the system includes multiple-level BOMs . This is useful for reviewing how parent BOM items and selection groups are setup.

When you access this program, the system displays the *Template-Saved Settings* dialog box, which is used by most reports and registers in the system. From this dialog box, you can select any of the available templates to run the report. For more information on the *Template-Saved Settings* dialog box, see the *TakeStock Basics* manual or the *Template-Saved Settings* topic in the online Help.

If you select the **Edit** button to modify a template or the **New** or **Copy** button to enter new settings, the system displays the *Daily Production Report: Untitled* dialog box.

Form Contents

Fields, Buttons, Checkboxes, & Icons

- Sort By** Defines the sort order in which the information prints. You can select to print these documents in order by any of the available options. The available **Sort By** options are **Parent Item**, **Major Category**, and **Product Line**.
- Limit By** Limit the information that prints by selecting specific identifying characteristics or a range of identifying characteristics. Available choices are: **Parent Item**, **Outsource Vendor**, **Major Category**, **Product Line** and **Item**.

Include	Determines what information to print on the report. Available choices are: Components and for the component, you can select to print: Selection Group Candidates , Description 1 , Description 2 and Explode Assemblies (displays the composition of components that are parent items), Add Ons and for Add Ons you can select to print: By Warehouse , All Whses , or a specific warehouse, and Notes for parent items and components.
Options	Determines what information to print on the report and optionally update. Available choices for parent item type are: Produced or Kitted , and available choices for other parent item parameters are: Cost , Price , and Gross Margin % . For cost, and price and gross margin parent item parameters, you can select Standard , Manual , Last , or Average for the costing/pricing method and a Costing/Pricing Warehouse .
Select	Displays the <i>Selection</i> dialog box, which is used to set a range for the highlighted Limit By option.
Filter	Displays the Filter Manager dialog box, which is used to select filter parameters for the highlighted Limit By option.
Profile	Accesses the settings from your user profile for the highlighted Limit By option.
No Limit	Resets Limit By options to ALL for the selected option.
OK	Saves the new or modified template and exits the screen.
Cancel	Exits the screen without saving any changes.
Print	Prints the register or report.
Setup	Accesses the Print Setup dialog box, which is used to select settings for printing and updating.
Help	Accesses online Help for this screen.

See Also

How to print the Parent BOM Listing report

Parent BOM Listing Report

A typical Parent BOM Listing report is depicted below:

Date: 04/16/1998
Page: 1
Time: 7:49 AM
User: leigh

QA's Primary Test Co.
Parent BOM Listing - Untitled: Temp

Parent	Description	Type	Price By	Post SA By	Outsource
=====					
Product Line: FOOD - Sea Food					
lw0015	prod-pI w/ sel grp	Prod	Item Price	Parent Item	No
Add ons: Ovrhd:		Packg:		Labor:	
Components:					
LT	Component	Description	Quantity UM	Waste%	R S C

S	100X	selection gp for lw0013			
*C	L001	item for comp (kit)	1 EA		Y
*C	L002	item for comp (Kit)	1 EA		Y
*C	L003	Ll-4 use as comp	1 EA		Y
*C	L004	item for comp (KIT)	1 EA		Y
*C	lw003	im test item for kitting	2 EA		Y
*C	lw005		5 EA		Y
*C	lw007	parent item	1 EA		Y
1P	lw005		5 EA	0%	
2P	lw004	produced parent item	6 EA	0%	Y Y
3	chimes	chimes cd of new age music	5 EA	0%	
2P	lw008	kitted parent item of 5 & 7	10 EA	0%	Y
S	nwagesell	new age music			
*C	chimes	chimes cd of new age music	3 EA		Y
*C	strings	stinged instruments of new age	2 EA		Y
*C	winds	wind instrument recording for	5 EA		Y
3P	lw004	produced parent item	5 EA	5%	Y Y
4	chimes	chimes cd of new age music	5 EA	0%	
3	jbin	Bin item for janie	1 EA	57%	Y Y Y
2P	lw007	parent item	1 EA	0%	Y Y Y
2P	bike4	another bike - El Cheapo	2 EA	52%	Y Y Y
3	wheel	bike wheels	2 EA	0%	Y
3	bell	bike bell	1 EA	0%	
3	bike tires	tires for your bike	2 EA	0%	Y
3P	bike3	another bike	1 EA	0%	
4	seat	bike seat	1 EA	50%	Y
4	boy's frame	boy's bike frame	1 EA	0%	Y
4P	bikell	Holiday Bike	1 EA	0%	Y
S	newbike	Test			
C	basket	bike basket	1 EA		Y
C	btires	bike tires	2 EA		Y
C	seat	bike seat	1 EA		Y
C	wheel	bike wheels	2 EA		Y
NS	bframe	boy's bike frame group			
C2	bell	bike bell	1 EA		Y
*C2	10 speed	10 Speed Gear Kit	1 EA		Y
C2	15 speed	15 Speed Bicycle Gear Kit	1 EA		Y
C2	20 Speed	20 Speed Bicycle Gear Kit	1 EA		Y
C2	flag	bike flag	1 EA		Y
C2	gun	gun to mount on your bike	1 EA		Y
*C2	horn	bike horn	1 EA		Y Y
NS	gframe	girl's bike frame group			
*C3	basket	bike basket	2 EA		Y Y
C3	bell	bike bell	1 EA		Y
C3	flag	bike flag	1 EA		Y

Date: 04/16/1998
Page: 2
Time: 7:49 AM
User: leigh

QA's Primary Test Co.
Parent BOM Listing - Untitled: Temp

Parent	Description	Type	Price By	Post SA By	Outsource
=====					
*C3	horn	bike horn	1 EA		Y
NS	bgears	Bike gears			
*C4	10 speed	10 Speed Gear Kit	1 EA		Y
C4	15 speed	15 Speed Bicycle Gear Kit	1 EA		Y
C4	20 Speed	20 Speed Bicycle Gear Kit	1 EA		Y
1	L002	item for comp (Kit)	6 EA	0%	Y Y

Number of items: 1

Legend:

Type = Production Type (Prod-Production, Kit-Kitted, Optn-Optional)
Wh = Warehouse
GM% = Gross Margin %
LT = L-Level(1-9, *-Default components of selection group) T-Type (S-Selection Group,
C-Candidate of selection group (2-9 indicates selection group level) NS-Next Selection Group, P-Parent)
UM = Unit of Measure
R = Required Component (Y-Yes, N-No)
S = Substitutable Component (Y-Yes, N-No)
C = Changeable Component (Y-Yes, N-No)

Selections for Parent BOM Listing - Untitled: Temp:
Parent Item : lw0015
Outsource Vendor : All
Major Categories : All

Product Lines : All
Include Components
Include Selection Group Candidates
Include Components Description 1
Include Exploded Subassemblies
Include Addons
Include Produced and Kitted

How to print the Parent BOM Listing report

1. Access the *Parent BOM Listing* screen in the *Reports* submodule of *Manufacturing Control*. The complete path is *Manufacturing Control* → *Reports* → *Parent BOM Listing*. The system displays the Template-Saved Settings dialog box of the *Parent BOM Listing*.

The screenshot shows the 'Parent BOM Listing' dialog box. It has a title bar with a close button. Inside, there's a table with columns 'Template-Saved Settings', 'Destination', and 'Sys'. Below the table are buttons for 'Close', 'Print', 'Setup...', 'New...', 'Edit...', 'Copy...', 'Delete', and 'Help'. At the bottom left, there's a 'Default Template' section with a text box and a 'Set as Default' button. To its right is a 'Setup Options' section with a 'Print Only' checkbox.

2. Select the **New**, **Edit**, or **Copy** button to access the *Parent BOM Listing: Untitled* template edit dialog box.

The screenshot shows the 'Parent BOM Listing: Untitled' dialog box. It has a title bar with a close button. Below the title bar is a 'Sort By' dropdown menu set to 'Product Line'. Below that is a 'Limit By' section with a list of items: 'Parent Item - All', 'Outsource Vendor - All', 'Major Category - All', 'Product Line - All', and 'Item - All'. To the right of this list are buttons for 'Select...', 'Filter...', 'Profile', and 'No Limit'. Below the 'Limit By' section are two main sections: 'Include' and 'Options'. The 'Include' section has checkboxes for 'Components', 'Selection Group Candidates', 'Description 1', 'Description 2', 'Explode Subassemblies', 'Add Ons', 'By Warehouse', 'All Wises', 'Whse:', and 'Notes'. The 'Options' section has checkboxes for 'Produced', 'Kitted', 'Cost', 'Price', and 'Gross Margin %', along with a 'Costing / Pricing Warehouse' dropdown. At the bottom right are buttons for 'OK', 'Cancel', 'Print', 'Setup...', and 'Help'. At the bottom left, there's a text box with the label 'Select the order for printing.'

3. Select the Sort By and the Limit By settings for new or modified templates.
4. In the Include portion of the screen, select the appropriate checkboxes to indicate what you want to print on the report. See the Form Contents section of the Parent BOM Listing for checkbox definitions.
5. In the Options portion of the screen, select the appropriate checkboxes to indicate what you want to print on the report and optionally update. See the Form Contents section of the *Parent BOM Listing* for checkbox definitions.

6. You have now completed the information for the *Parent BOM Listing*. You can select:
- **OK** to save the current setting as a template.
 - **Setup** if you need to access the Print Setup dialog box, which is used to modify print and/or update settings.
 - **Print** to print the report without saving your current selection.
 - **Cancel** to exit without saving your current selections or printing the report.
 - **Help** to access the online Help for this screen.

Production Status Report

Using the *Production Status Report*, you can print a list of production orders in the entered, approved, printed, confirmed, or WIP statuses. You can print this report by parent item or document order, and you can select to include add ons, notes, stock reservation details, costing, pricing and gross margin information, as well as component information.

Container Item Information

The MC Production Status Report prints out containerized item detail only print for those containers that use serial numbers. For non-serialized containers, the report prints summarized container counts.

When you access this program, the system displays the *Template-Saved Settings* dialog box, which is used by most reports and registers in the system. From this dialog box, you can select any of the available templates to run the reports. For more information on the *Template-Saved Settings* dialog box, see the *TakeStock Basics* manual or the Template-Saved Settings topic in the online Help.

If you select the **Edit** button to modify a template or the **New** or **Copy** button to enter new settings, the system displays the *Production Status Report: Untitled* dialog box.

Form Contents

Fields, Buttons, Checkboxes, & Icons

Sort By Defines the sort order in which the information prints. You can select to print these documents in order by any of the available options. The available **Sort By** options are **Document**, **Date/Document**, **Parent Item**, and **Date/Parent Item**.

Limit By Limit the information that prints by selecting specific

identifying characteristics or a range of identifying characteristics. Available choices are: **Warehouses**, **Parent Item Number**, **Request Date**, **Outsource Vendor**, and **Document**.

- Include** Determines what information to print on the report. Available choices for parent items are: **Desc 1**, **Desc 2** (parent item descriptions), **Components** and for the component, you can select to print: **Desc 1**, **Desc 2** (component item descriptions), **Add Ons**, Reservation Detail, **Notes**, Cost, Price, and **G. Margin %**.
- Options** Determines what information to print on the report and optionally update. Available choices for the document status are: **Entered**, **Approved**, **Printed**, **Confirmed**, or **WIP**, and available choices for the document type are: **Assembly**, **Disassembly**, and **Reconfigure**.
- Select** Displays the *Selection* dialog box, which is used to set a range for the highlighted **Limit By** option.
- Filter** Displays the Filter Manager dialog box, which is used to select filter parameters for the highlighted **Limit By** option.
- Profile** Accesses the settings from your user profile for the highlighted **Limit By** option.
- No Limit** Resets **Limit By** options to **ALL** for the selected option.
- OK** Saves the new or modified template and exits the screen.
- Cancel** Exits the screen without saving any changes.
- Print** Prints the register or report.
- Setup** Accesses the Print Setup dialog box, which is used to select settings for printing and updating.
- Help** Accesses online Help for this screen.

See Also

How to print the Production Status Report

Production Status Report

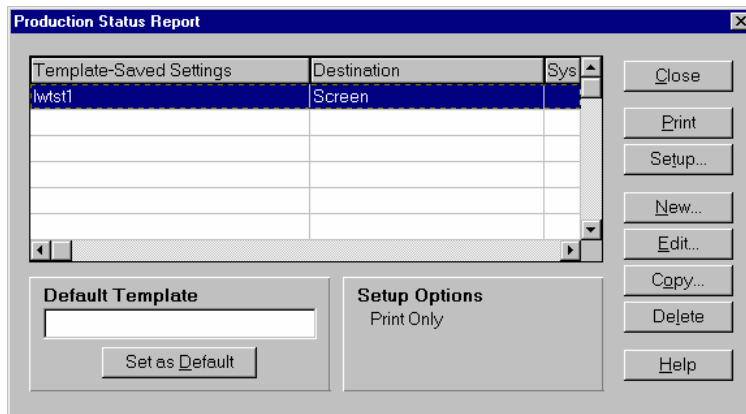
A typical Production Status report is depicted below:

Date: 04/16/1998		QA's Primary Test Co.	
Page: 1		Production Status Report - rpt all prods	
Time: 7:59 AM		User: leigh	
Prod# S Wh Parent		Description	
Produced		-----Quantity to Produce-----	
		Current Produced Remain UM C Requested Expected	
=====			
00000747 E 012 lw0015		prod-pI w/ sel grp	
Components:		1	
P Component		EA A 01/29/1998 01/29/1998	
Available UM			
Description		Qty Per Required Committed WIP Backordrd	

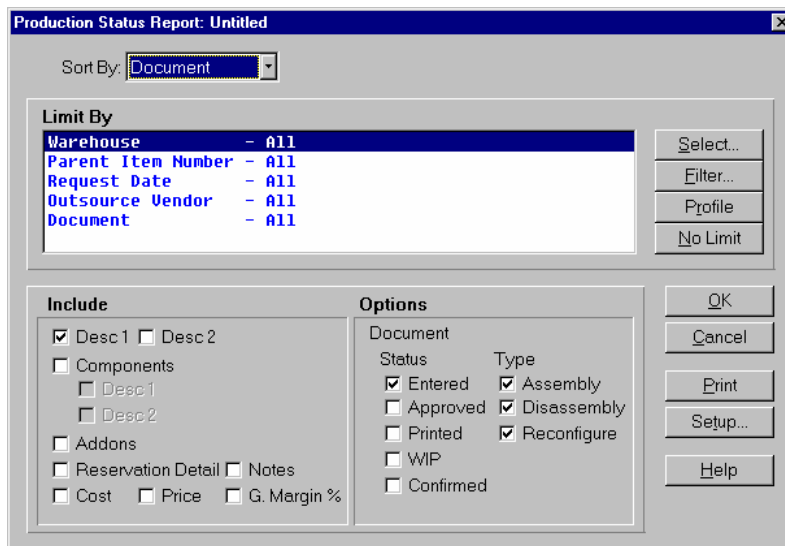
L001		1 1 0 0 0	
388 EA		Cost: 0.00 EA Price: 3.00 EA	
L002		1 1 0 0 0	
286 EA		Cost: .00 EA Price: 2.00 EA	
L003		1 1 0 0 0	
2331 EA		Cost: .00 EA Price: 3.00 EA	
L004		1 1 0 0 0	
371 EA		Cost: .00 EA Price: 4.00 EA	
* lw005		5 5 0 0 0	
59 EA		Cost: 0.00 EA Price: 0.00 EA	
L002		6 6 0 0 0	
286 EA		Cost: 0.00 EA Price: 2.00 EA	
1005		2 2 0 0 0	
990- EA		Cost: 0.00 EA Price: 5.00 EA	
Add ons: Ovrhd:		Packg: Labor:	
Document: Cost:		0.00 EA Cost Extension: 0.00	
Price:		0.00 EA Price Extension: 0.00	
Components:		0.00 Addons: 0.00	
Number of items: 1			
Legend:			
S = Status (E-Entered, A-Approved, P-Printed, W-Work-in-Process, C-Confirmed)			
Wh = Warehouse			
UM = Unit of Measure			
C = Commitment Option (A-Available, P-Produced, C-Complete)			
T = Type (S-Sales Order, T-Transfer, P-Production)			
P = Parent (*)			
WIP = Work-in-Process			
GM = Gross Margin %			
Costs and prices are estimates until confirmation			
Selections for Production Status Report - rpt all prods:			
Warehouse : 012			
Parent Item : lw0015			
Request Date : All			
Outsource Vendor : All			
Document : All			
Include Description 1			
Include Components			
Include Addons			
Include Reservation Detail			
Include Notes			
Include Cost, Price			
Include Entered			
Include Disassembly			

How to print the Production Status Report

1. Access the *Production Status Report* screen in the *Reports* submodule of *Manufacturing Control*. The complete path is *Manufacturing Control* → *Reports* → *Production Status Report*. The system displays the *Template-Saved Settings* dialog box of the *Production Status Report*.



2. Select the **New**, **Edit**, or **Copy** button to access the *Production Status Report: Untitled* template edit dialog box.



3. Select the Sort By and the Limit By settings for new or modified templates.
4. In the Include portion of the screen, select the appropriate checkboxes to indicate what you want to print on the report. See the Form Contents section of the Production Status Report for checkbox definitions.
5. In the Options portion of the screen, select the appropriate checkboxes to indicate what you want to print on the report and optionally update. See the Form Contents section of the *Parent BOM Listing* for checkbox definitions.
6. You have now completed the information for the *Production Status Report*. You can select:

- **OK** to save the current setting as a template.
- **Setup** if you need to access the Print Setup dialog box, which is used to modify print and/or update settings.
- **Print** to print the report without saving your current selection.
- **Cancel** to exit without saving your current selections or printing the report.
- **Help** to access the online Help for this screen.

Suggested Production Report

Using the *Suggested Production Report*, you can print a report of the information that the system stores in the suggested production data table. You can use this report as a worksheet to edit suggested production quantities or enter production orders into the system. When you select to print the producible quantity and include component information, the report indicates when a parent item cannot be produced in full due to insufficient component quantities. This information is very useful for scheduling daily production runs and stocking inventory.

When you access this program, the system displays the *Template-Saved Settings* dialog box, which is used by most reports and registers in the system. From this dialog box, you can select any of the available templates to run the reports. For more information on the *Template-Saved Settings* dialog box, see the *TakeStock Basics* manual or the *Template-Saved Settings* topic in the online Help.

If you select the **Edit** button to modify a template or the **New** or **Copy** button to enter new settings, the system displays the *Suggested Production Report: Untitled* dialog box.

Form Contents

Fields, Buttons, Checkboxes, & Icons

- | | |
|-----------------|---|
| Sort By | Defines the sort order in which the information prints. The system displays the Parent Item as the default. |
| Limit By | Limit the information that prints by selecting specific identifying characteristics or a range of identifying characteristics. Available choices are: Warehouse , Parent Item , Major Category , Movement Class , and Outsource Vendor . |
| Include | Determines what information to print on the report. Available choices for parent items are: Parent Description 2 , Reservation Detail , Producible Quantities |

(the parent item quantity that can be produced in full utilizing the available quantities per of each component), and **Components**. For the component, you can select to print: **Des 2** (component item description), and **Insufficient Only** (prints when total quantity times quantity per is less than available quantity in inventory).

Options	Determines what information to print on the report and optionally update. Available choices for suggested production are: General Replenishment (suggested production created by the Replenishment Register), Special Orders (suggested production created by warehouse transfers sales orders, or production orders and have stock reserved to fill a backorder), and Manual Entries (suggested production created using the Suggested Production Entry program).
Select	Displays the <i>Selection</i> dialog box, which is used to set a range for the highlighted Limit By option.
Filter	Displays the Filter Manager dialog box, which is used to select filter parameters for the highlighted Limit By option.
Profile	Accesses the settings from your user profile for the highlighted Limit By option.
No Limit	Resets Limit By options to ALL for the selected option.
OK	Saves the new or modified template and exits the screen.
Cancel	Exits the screen without saving any changes.
Print	Prints the register or report.
Setup	Accesses the Print Setup dialog box, which is used to select settings for printing and updating.
Help	Accesses online Help for this screen.

See Also

How to print the Suggested Production Report

Suggested Production Report

A typical Suggested Production Report is depicted below:

Date: 04/16/1998		QA's Primary Test Co.	
Page: 1		Suggested Production - Untitled: Temp	
Time: 8:02			
User: leigh			

Parent	Description	----Stock----		Special Suggested	---To Produce---			
Producible		Open	Reserved	Order	Total	UM	Minimum	Maximum
=====								
Warehouse:012 leigh's test warehouse								
lw0013	kitted-uses sel grp	50	0	0	50	EA	1	9999999
50								
P Component	Description	Qty Per	Required	On Hand	Available	On Order	UM	I
-----		-----						
		0.00	0.00	0.00	0.00	0.00		

Number of Parents: 1

Legend:

- * = Outside Minimum/Maximum Production Requirements
- ** = Producible less than Suggested Total
- UM = Unit of Measure
- T = Type (S-Sales Order, T-Transfer, P-Production)
- P = Parent (*)
- I = Insufficient Quantity, * indicated available less than required

Selections for Suggested Production Report - Untitled: Temp:

Warehouse : 012

Parent Item : lw0013, lw0015

Major Category : All

Movement Class : All

Outsource Vendor : All

Include Parent Item Description 2

Include Reservation detail

Include Producible quantities

Include Component Item Description 2

Include Insufficient components only

Include General Replenishment, Special Orders, Manual Entries

How to print the Suggested Production Report

1. Access the *Suggested Production Report* screen in the *Reports* submodule of *Manufacturing Control*. The complete path is *Manufacturing Control* → *Reports* → *Suggested Production Report*. The system displays the *Template-Saved Settings* dialog box of the *Suggested Production Report*.

2. Select the **New**, **Edit**, or **Copy** button to access the *Suggested Production Report: Untitled* template edit dialog box.

3. Select the Sort By and the Limit By settings for new or modified templates.
4. In the Include portion of the screen, select the appropriate checkboxes to indicate what you want to print on the report. See the Form Contents section of the Suggested Production Report for checkbox definitions.
5. In the Options portion of the screen, select the appropriate checkboxes to indicate what you want to print on the report and optionally update. See the Form Contents section of the *Suggested Production Report* for checkbox definitions.

6. You have now completed the information for the *Suggested Production Report*. You can select:
- **OK** to save the current setting as a template.
 - **Setup** if you need to access the Print Setup dialog box, which is used to modify print and/or update settings.
 - **Print** to print the report without saving your current selection.
 - **Cancel** to exit without saving your current selections or printing the report.
 - **Help** to access the online Help for this screen.

MC Sub Ledger Report

Using the *MC Sub Ledger Report*, you can print a report of the transactions created by the MC Production Register that post to the General Ledger.

When you access this program, the system displays the *Template-Saved Settings* dialog box, which is used by most reports and registers in the system. From this dialog box, you can select any of the available templates to run the reports. For more information on the *Template-Saved Settings* dialog box, see the *TakeStock Basics* manual or the *Template-Saved Settings* topic in the online Help.

If you select the **Edit** button to modify a template or the **New** or **Copy** button to enter new settings, the system displays the *MC Sub Ledger Report: Untitled* dialog box.

Form Contents

Fields, Buttons, Checkboxes, & Icons

- | | |
|-----------------|---|
| Sort By | Defines the sort order in which the information prints. You can select to print this information in order by any of the available options. The available Sort By options are Register , Document , Parent Item , and Date . |
| Limit By | Limit the information that prints by selecting specific identifying characteristics or a range of identifying characteristics. Available choices are: Parent Item , Period , Account , Center , Transaction Code , and Register # . |
| Include | Determines what information to print on the report. There are no Include selections for this report. |
| Options | Determines what information to print on the report and optionally update. There are no Options |

selections for this report.

Select	Displays the <i>Selection</i> dialog box, which is used to set a range for the highlighted Limit By option.
Filter	Displays the Filter Manager dialog box, which is used to select filter parameters for the highlighted Limit By option.
Profile	Accesses the settings from your user profile for the highlighted Limit By option. User profile settings are not available for the Limit By selections for this report.
No Limit	Resets Limit By options to ALL for the selected option.
OK	Saves the new or modified template and exits the screen.
Cancel	Exits the screen without saving any changes.
Print	Prints the register or report.
Setup	Accesses the Print Setup dialog box, which is used to select settings for printing and updating.
Help	Accesses online Help for this screen.

See Also

How to print the MC Sub Ledger Report

MC Sub Ledger Report

A typical MC Sub Ledger Report is depicted below:

Date: 04/16/1998		QA's Primary Test Co.					
Page: 1		Manufacturing Control Subledger - Untitled: Temp					
Time: 8:15 AM							
User: leigh							
Account Center	Date	Parent	Description	Trn Reg.	Document	Whs	Debit
Credit							
=====							
Period: 12/1997 - December 1997							
10500	MASTER		Out Of Balance				
0.01	12/15/1997		Out of Balance Posting	MCP 000011	00000052		
0.01	12/31/1997		Out of Balance Posting	MCP 000036	00000268		
0.01	12/31/1997		Out of Balance Posting	MCP 000036	00000293		
	01/05/1998		Out of Balance Posting	MCP 000043	00000343		1,397.50
	01/05/1998		Out of Balance Posting	MCP 000043	00000340		347.50
Center Total	14,704.94	814.37					
						Account Total	14,704.94

814.37							
13110	001		Inventory				
625.00	03/27/1998			MCP 000257	00001286		
	03/27/1998			MCP 000257	00001286		167.86
	03/27/1998			MCP 000257	00001286		234.41
	04/01/1998			MCP 000259	00000793		186.00
	04/01/1998			MCP 000260	00000990		
76.68	04/01/1998			MCP 000260	00000801		96.07
	04/01/1998			MCP 000260	00000990		
0.96	04/01/1998			MCP 000260	00000842		143.00
	04/01/1998			MCP 000260	00000990		
211.37	04/01/1998			MCP 000260	00000842		
50.00							
Date: 04/16/1998		QA's Primary Test Co.					
Page: 2		Manufacturing Control Subledger - Untitled: Temp					
Time: 8:15 AM							
User: leigh							
Account Center	Date	Parent	Description	Trn Reg.	Document	Whs	Debit
Credit							
=====							
Period: 12/1997 - December 1997							
13110	001		Inventory				
45.00	04/01/1998			MCP 000260	00000980		
	04/01/1998			MCP 000260	00000843		143.00
	04/01/1998			MCP 000260	00000980		
8.00	04/01/1998			MCP 000260	00000843		
50.00	04/01/1998			MCP 000259	00001229		27.66
	04/01/1998			MCP 000260	00000873		1,761.50
	04/01/1998			MCP 000260	00000931		100.00
	04/01/1998			MCP 000259	00001262		110.00
	04/01/1998			MCP 000260	00000956		
1,250.00							
03/10/1998				MCP 000215	00001146	5.27	
	03/10/1998			MCP 000215	00001146		4.41
	03/10/1998			MCP 000217	00001146		
5.27	03/10/1998			MCP 000217	00001146		
4.41	03/10/1998			MCP 000217	00001146		
9.33	03/10/1998			MCP 000217	00001146		
						Center Total	12,370.68

7,680.91							
						Account Total	14,125.01

7,680.91							
						Period Total	554,673.43

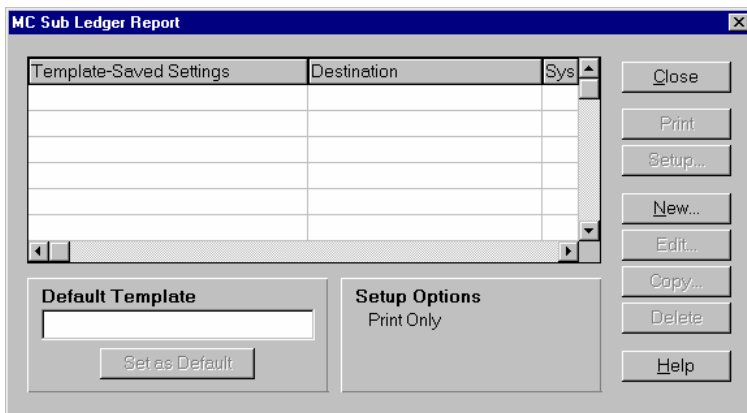
554,673.43							
						Report Total	554,673.43

554,673.43							
Number of transactions: 2720							
Legend:							
Trn = Transaction Code							

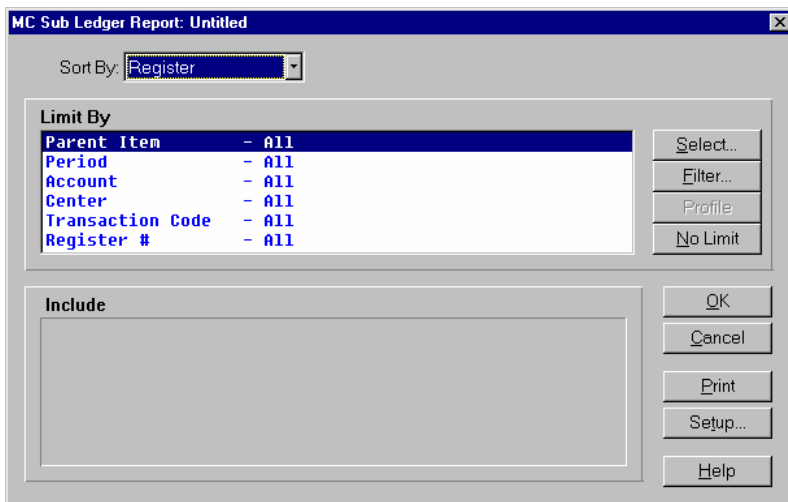
Selections for MC Sub-ledger Report - Untitled: Temp:
Parent Items : All
Periods : All
Account : All
Center : All
Transaction Codes : All
Register # : All

How to print the MC Sub Ledger Report

1. Access the *MC Sub Ledger Report* screen in the *Reports* submodule of *Manufacturing Control*. The complete path is *Manufacturing Control* → *Reports* → *MC Sub Ledger Report*. The system displays the *Template-Saved Settings* dialog box of the *MC Sub Ledger Report*.



2. Select the **New**, **Edit**, or **Copy** button to access the *MC Sub Ledger Report: Untitled* template edit dialog box.



3. Select the Sort By and the Limit By settings for new or modified templates.
4. You have now completed the information for the *MC Sub Ledger Report*. You can select:
 - **OK** to save the current setting as a template.
 - **Setup** if you need to access the Print Setup dialog box, which is used to modify print and/or update settings.
 - **Print** to print the report without saving your current selection.
 - **Cancel** to exit without saving your current selections or printing the report.
 - **Help** to access the online Help for this screen.

MC Maintenances

Maintenances offers programs to enter and maintain control information for the *Manufacturing Control* module by selecting controls that tailor MC for the way your company does business and to set up and maintain information for processing manufacturing activity.

In *MC Control Maintenance*, the system uses control information as defaults and to set options used throughout the MC module. This program contains the MC system information for your company. The information that you enter in this program controls the overall behavior of MC and the way it interfaces with other modules.

Using *Selection Group Maintenance*, you can enter and maintain selection header and line information and create selection groups. The selection group information is used by the Configurator dialog box. You can set up selection groups to create produced or kitted parent items.

Using the *Parent BOM Maintenance* program, you can setup parent item bills of material for production or kitting.

Entries for the Maintenances menu are:

Use this program:	To do this:
<i>Selection Group Maintenance</i>	Enter and maintain selection header and line information and create selection groups.
<i>Parent BOM Maintenance</i>	Setup parent item bills of material for production or kitting.
<i>MC Control Maintenance</i>	Enter and maintain control information for the <i>Manufacturing Control</i> module

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Maintenances Submodules Overview

You can use the *TakeStock* maintenance programs to make changes at any time after you have set up *TakeStock*. Keep in mind, however, that the changes you make can greatly affect the information you have developed and on how *TakeStock* handles that information. Changes to maintenance programs affect future transactions, but not any existing transactions. You should be very cautious about changing *TakeStock* processing options after the initial set up.

Each record you add using maintenance programs is identified with a unique code or key to that record. These codes cannot contain leading or trailing spaces. If you enter a leading or trailing space, the system removes it when you save the record.

All maintenances work basically the same. When you open a maintenance, the system places the cursor in the first field of the record code or number. At this point, there is no active mode. When you enter a record number or code and press **Enter**, you are in the View mode to keep from locking the record from other users.

Using maintenances, you can:

Add a new record

Add multiple new records

Undo (reset) the changes to a record

Copy an existing record

Change the detail for a record

Delete a record

Maintenance Windows

Every maintenance opens as a window with common elements.










There is a menu bar, toolbar, record code or number, and detail fields.



Maintenance Toolbar

As you work with the maintenance programs, you will find the icons on the toolbar very helpful as a shortcut to selecting options. Each of the icons has a corresponding option available from a menu.

The maintenance toolbar offers shortcuts to certain operations. You can select to use an existing filter, or select any of the following icon buttons:

Button	Purpose
	New icon, which makes the entry fields active so that you can enter a new maintenance record. When the system is in Active mode, the purpose of this button changes to <i>End New</i> . If you are editing an maintenance record, your system will have the Edit icon instead of the New icon.
	Edit icon, which makes the entry fields active so that you can make changes to an existing maintenance record. If you are entering a new maintenance record, your system will have the New icon instead of the Edit icon.
	Save icon, which saves a new record or save the changes to an existing record.
	Copy icon, which saves a copy of an existing record with a different record code or number.
	Delete icon, which deletes an existing record.
	Reset icon, which sets all fields to the original defaults for a new record and restores all fields to the values when the record was opened for an existing record.
	Go icon, which allows you to view a record that matches the entry in the record code or number field(s).
	Lookup icon, which runs the Lookup for the current fields. For example, if the current field is the Warehouse entry, this menu offers the Warehouse Lookup. If the current field is Unit of Measure, this menu offers the Unit of Measure Lookup.
	Maintain icon, which run the maintenance option for the current field. You can add, change, or delete records for the current field from the appropriate maintenance program.



First Record icon, which allows you to view the first record in table, using the current filter.



Previous Record icon, which allows you to view the previous record in table, using the current filter.






Next Record icon, which allows you to view the next record in table, using the current filter.



Last Record icon, which allows you to view the last record in table, using the current filter.

Control Maintenance Toolbar

The control maintenance toolbar offers shortcuts to the following menu options.

Button	Purpose
	Edit icon, which makes the entry fields active so that you can make changes to an existing Control record. If you are entering a new control record, your system will have the New icon instead of the Edit icon.
	Save icon, which saves a new record or save the changes to an existing record.
	Reset icon, which sets all fields to the original defaults for a new record and restores all fields to the values when the record was opened for an existing record.

Maintenance Modes

There are several modes or states in which to work with maintenances. When you open a maintenance, the cursor is in the first field of the record code or number. At this point there is no active mode. When you choose a mode, system displays the current mode of the maintenance in the title bar as a reference. Available modes are:

View Mode

The View mode is available so you can view the detail of a record without locking the record. This allows other users to access the record even though you are viewing it. If you edit a record, it is locked from other users. You should make any changes and save the record as quickly as possible so you do not interfere with the work of other users.

Edit Mode

To change an existing record, enter the record code or number and press **Enter** or choose the *Go* icon button to open the record. Then, choose *File* → *Edit* or choose the **Edit** icon button. Make any necessary changes to the record and then choose *File* → *Save* or choose the *Save* icon button. The changes for the record are

saved, and the maintenance returns to the View mode. Before saving, you can choose the *Reset* icon button to remove any changes to the detail since you selected to edit the record.

New Mode

To add a new record, choose *File* ➔ *New* or choose the *New* icon button. The *File* ➔ *New* menu option and the *New* icon button change to *End New*. Enter the information for the new record and choose *File* ➔ *Save* or choose the *Save* icon button. The new record is saved, and the maintenance returns to the View mode. You can also choose *End New* to end without saving the new record. The *Reset* icon button is available to return the detail fields to their default values after you have entered new detail.

AutoAdd Mode

To add and save multiple records without being placed in View mode, choose *Options* ➔ *AutoAdd* to toggle the AutoAdd mode as active. You will remain in Add mode until you choose *File* ➔ *End New* or the *End New* icon button, or toggle the AutoAdd mode off. When the AutoAdd mode is toggled on, you will be in AutoAdd mode every time you choose to add a new record.

Maintenance Views

Some maintenances have multiple views for entering detail information. These maintenances have View buttons at the bottom of the window. You can move from one view to another by choosing one of the View buttons, choosing a view from the View menu, or pressing **Ctrl**+(1, 2, 3, etc). For example, pressing **Ctrl**+1 displays the first view, and pressing **Ctrl**+4 displays the fourth view.

Some maintenances have multiple views for entering or displaying specific details. A View menu and a group of View buttons that appear at the bottom of the window are both available to access the different detail views. The detail portion of the maintenance window changes as you switch views, but the menu, toolbar, record number or code fields and View buttons remain the same. You can open or add a new record while in any of the views.

To view an existing record, enter the record code or number and press **Enter** or choose the **Go** icon button to access the record. You can choose *Find* ➔ *Record Lookup* or choose the *Record Lookup* icon button to open the Lookup for locating records. The *Record* buttons (First, Next, Previous, Last) are also available to display records. The *Filter* works in conjunction with the *Record* buttons by defining which records you can view.

Record Code with Multiple Fields

Some maintenances have more than one field in the record code or number. For example, *Past Sales Maint.* uses both the customer number and item number as the record code.

Date	Invoice	Quantity	UM	Price	UM
10/01/1997	sfc00049	6	EA	1845.45	EA
09/30/1997	sfc00038	2	EA	1845.45	EA
		0		0.00	

Enter the item number.

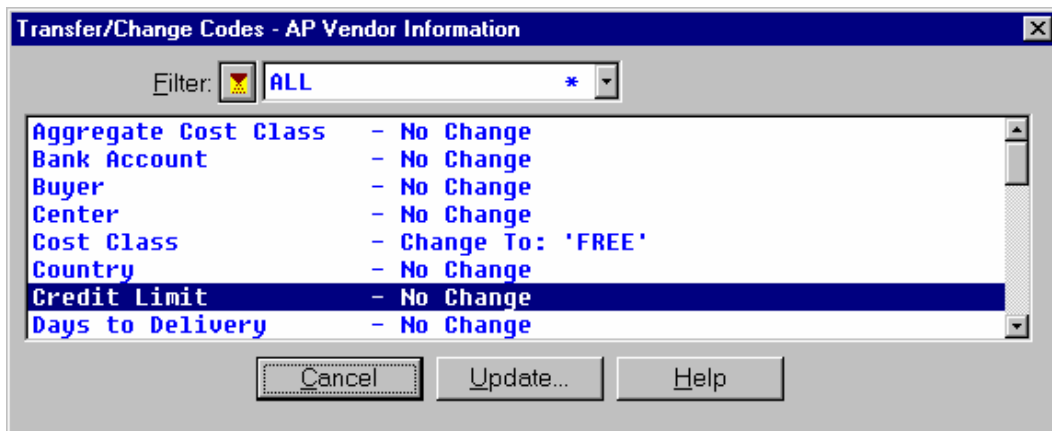
You must enter a value for both fields in order to access a record. You can use **Tab** to move among the fields in the record code, and then press **Enter** to access the record.

Transfer/Change Code Dialog Box

Use the Transfer/Change Codes dialog box to globally change or transfer code values to specific maintenance records defined by a search filter. You reach this dialog box by selecting File→Transfer Change/Codes from certain Maintenance programs within the TakeStock system.

For each type of maintenance record that contains this option, the dialog box displays all the available types of codes.

To change a code, double-click the appropriate field in the browser, enter the new value, then select **OK**. When you have entered new values for all of the desired fields, select the **Update** button on the *Transfer/Change Code* dialog box.



Record Maintenance Procedures

How to add one new record

1. Choose *New* from the File menu, press **Ctrl+N**, or choose the **New** icon button.
2. Enter the number or code of the new record. Some records require more than one field in the record code. Use **Tab** to move among the fields in the record code and detail fields. The record number or code cannot have spaces before or after them. If you enter spaces before or after a record number or code, the system will remove them when you save the record.
3. Enter all detail for the new record. Some maintenances have multiple views for entering detail. Use the **View** buttons at the bottom of the screen or choose views from the View menu to move among multiple views.
4. Choose *Save* from the File menu, press **Ctrl+S** or choose the **Save** icon button on the toolbar when all detail information for the record is complete. The system returns you to the View mode.

Note: The text for some views appear in a warning (usually red) color to indicate that they are required views when adding new records. You must access all required views (even if you do not add or change information in that view) before you can save a new record. Once you access a required view, the text for that view returns to normal color.

How to add multiple records without being placed in View mode

1. Choose *AutoAdd* from the Options menu to toggle the AutoAdd mode as active. You remain in Add mode each time you save a record.
2. Choose *End New* from the File menu, press **Ctrl+N**, choose the **End New** icon button, or toggle the AutoAdd mode off when you are ready to stop adding records. When the AutoAdd mode is toggled on, you will be in AutoAdd mode every time you choose to add a new record.

How to change the detail for an existing record

1. Enter the number or code of the existing record. The **Record** buttons (First, Next, Previous and Last) on the toolbar are available to help locate records. You can use the **Lookup** icon to locate existing records.
2. Press **Enter** or choose the **Go** icon button when the record code is complete to access the record in the View mode.
3. Choose *Edit* from the File menu, press **Ctrl+E**, or choose the **Edit** icon button.
4. Change the detail information for the record.
5. Choose *Save* from the File menu, press **Ctrl+S**, or choose the **Save** icon button when all detail information for the record is complete. You will return to the View mode.

How to reset (undo) the changes to a new or existing record

1. Choose *Reset* from the File menu, press **Ctrl+R**, or choose the **Reset** icon button before saving any changes. The values of all fields are placed back to the values when the record was accessed, or to the original default values if you made changes to a new record.

How to copy an existing record

1. Enter the number or code of the existing record to copy. The **Record** buttons (First, Next, Previous and Last) on the toolbar are available to help locate records. You can use the Lookup to locate existing records.
2. Press **Enter** or choose the **Go** icon button when the record code is complete to access the record. You are now in the View mode for the record.
3. Choose *Save As* from the File menu or choose the **Save As** icon button.
4. Enter the number or code of the new record.
5. Change any of the detail fields for the new record.
6. Choose *Save* from the File menu, press **Ctrl+S**, or choose the **Save** icon button to save the new record.
7. (Optional) For maintenance records that have additional records associated with them, the system displays the Copy Related Records dialog box, so you can select the types of related records you want to copy to the new record you are creating.
8. (Optional) On the Copy Related Records dialog box, select the checkboxes for all the categories of related records you want to copy from the existing record to the new record. The system enables only the checkboxes for which related records exist. You can select the Quick Whse button to access the Quick Warehouse Setup dialog box to quickly assign a new item to warehouses and enter replenishment, cost, price, and usage information at the time you copy the related record information. Select the OK button to copy the selected related records.

How to delete a record

1. Enter the number or code of the existing record. The **Record** buttons (First, Next, Previous and Last) on the toolbar are available to help locate records. You can use the Lookup to locate existing records.
2. Press **Enter** or choose the **Go** icon button when the record code is complete to access the record. You are now in the View mode for the record.
3. Choose *Delete* from the File menu, press **Ctrl+D**, or choose the **Delete** icon button.
4. Choose *Yes* from the dialog box that opens to confirm that you want to delete the record.

Selection Group Maintenance

Using this program, you can enter and maintain selection header and line information and create selection groups. The selection group information is used by the Configurator dialog box. You can set up selection groups to create produced or kitted parent items.

You can create selection groups with any type of inventory item. To use parent items in a selection group, you must first enter parent items using the *Parent BOM Maintenance* program in MC. (Since you can access the configurator and use selection groups in the *Parent BOM Maintenance* program, the selection group procedure is presented first so that you can set up the selection groups that you will need for the *Parent BOM Maintenance* program.) If you want to use a parent item in a selection group, refer to the *Parent BOM Maintenance* section presented later in this document, complete the *Parent BOM Maintenance* program for the appropriate parent item(s), then complete the *Selection Group Maintenance* program.



HINT: Components of parent items must reside in the same warehouse as the parent item. When you set up a selection group, be sure that the items you use are in the same warehouse as the parent items they create.

Form Contents

Fields, Buttons, Checkboxes, & Icons

For a listing of standard Maintenance icons and buttons, refer to the *Maintenance Toolbar* topic at the beginning of the *Maintenances* chapter.

- Save** Saves the current component line item for this selection group.
- End** Completes the add function. This action does not

Add/Edit/Insert	save your additions. You must click the Save button to first, then End Add/Edit/Insert if you want to save changes.
Add	Adds the entered component to the selection group.
Insert	Adds the entered component to the selection group above the highlighted line item in the browser in the center of the screen.
Edit	Edits the quantity or check box settings for the select component.
Delete	Deletes the current component line item from the selection group.
Required	Indicates that the item is required for the selection group
Default	Indicates that the item a default for the selection group.
Allow Change	Indicates that the item quantity can be changed during kitting or production.
<i>Selection Group</i>	The name for the selection group.
<i>Description</i>	The brief description (30 characters) for the selection group.
<i>Minimum to Select</i>	The minimum number of component items to select.
<i>Maximum to Select</i>	The maximum number of component items to select.
<i>Qty Per</i>	The quantity of the item in the selection group. The system displays 1 as the default.
<i>Next Selection Group</i>	The next selection group that you want the system to display if this item is selected.

Menu Options

File

Menu Selection

Function

New	Adds a new record. When new is active, <i>End New</i> appears here and is available.
Edit	Makes changes to an existing record.
Save	Saves the information for the current record.

Save As	Saves the information for the current record with a different code or number.
Delete	Deletes the current record.
Reset	Sets the information for the current record back to its original state.
Exit	Exits the current program.

Find

Menu Selection

Function

Selection Group Lookup	Accesses the Selection Group Lookup feature.
Lookup	Opens the Lookup feature for the current record, or brings it to the front if it is already open.
Filter	Opens the Filter Manager to select or maintain a filter.
First Record	Opens the first record in the selection group table, using the current filter.
Previous Record	Opens the previous record in the selection group table, using the current filter.
Next Record	Opens the next record in the selection group table, using the current filter.
Last Record	Opens the last record in the selection group table, using the current filter.

Options

Menu Selection

Function

Toolbar	Toggles the display of the toolbar on and off.
AutoAdd Mode	Toggles the AutoAdd mode on or off. When on, you will be in continuous add mode each time you select to add a new record.
Defaults	Displays the default record settings on the screen.
User Preferences	Opens the Preferences dialog box where you can set the status of the Lookup

Menu Selection**Function**

window, AutoAdd Mode, and Toolbar each time you open the maintenance program.

System Preferences

Accesses the *Maintenance Audit Control* dialog box, which is used to select the fields in which you want to track changes for audit history.

Additional**Menu Selection****Function****Selection Group Notes**

Accesses the Notes Manager to view or enter Selection Group notes.

Item Notes

Accesses the Notes Manager to view or enter Item notes.

Maintain

Maintains records for the detail fields available in this maintenance program.

Audit History

Accesses the *Maintenance Audit History* dialog box, which is used to view changes to the fields selected for audit tracking.

Global**Menu Selection****Function****User Profile**

Accesses your user profile information.

Note Pad

Accesses *NotePad Notes* dialog box, which is used to enter notes for the current user.

Personal Favorites

Allows you to access frequently used programs.

Jump

Accesses the *Program Locator* dialog box, which allows you to move to other *TakeStock* modules and programs.

Help**Menu
Selection****Function**

Contents	Accesses the online Help table of contents.
Glossary	Access the <i>TakeStock</i> Glossary.
Search for Help on	Accesses the Help system index.
Screen Help	Accesses online Help for the current screen.
About TakeStock	Displays release, licensing, and support information about <i>TakeStock</i> .
Special Keys	Accesses the <i>Special Keys</i> dialog, which lists the function keys for the current screen.

See Also

How to set up selection groups

Configurator Dialog Box

See Also

How to set up selection groups

Configurator

How to use the Configurator

Parent BOM Maintenance

How to set up selection groups

1. Access the *Selection Group Maintenance* program by selecting *Maintenances*→*Selection Group Maintenance* from the MC main menu. The system displays the *Selection Group Maintenance* program.

2. Select the **New** icon or select *File*→*New* from the menu bar to create a new selection group, or retrieve a selection group then select the edit function.



TIP: To add multiple new records, access AutoAdd mode by selecting *AutoAdd* from the Options menu on the toolbar. Now, when you save a record you remain in add mode. When you are finished adding records, select *End New* from the File option on the toolbar, type **Ctrl + N**, or toggle AutoAdd mode to off. When AutoAdd mode is toggled to on, the system places you in AutoAdd mode every time you add a record.

3. Enter or modify information for the fields, checkboxes, and radio buttons in the General view as necessary. Refer to the Form Contents section of the Selection Group Maintenance program for field and checkbox definitions.
4. Select the **Add** button, and the system places the cursor in the *Item* field.
5. In the *Item* field, enter the item that you want to add to the selection group; in the *Qty Per* field, type the quantity that you need of this item.
6. Select the **Required**, **Default**, and **Allow Change** checkboxes as necessary to indicate if the item is required, a default for the selection group, or the item quantity can be changed during kitting or production.
7. Click the **Save** button to save your addition.
8. Repeat steps 4-6 until you have added all the items, then click the **End Add** button.

9. If you need to insert an item, highlight the row in the browser below where you want the item to be placed, and select the **Insert** button. The system places the cursor in the *Item* field so that you can enter the item information. Select the **Save** button to save the new item, and the system places the item in the browser above the highlighted line.
10. If you need to edit an item, highlight the item and select the **Edit** button. The system places the item number in the *Item* field. Make the necessary changes in the item information and select the **Save** button. When you are finished editing, select the **End Edit** button.
11. If you need to delete an item, highlight the item and select the **Delete** button. The system displays the question: *Are you sure you want to delete this Selection Group Line record?* Select **Yes**, and the system deletes the line.
12. Click the **Save** icon to save your work.
13. Exit the program.

Parent BOM Maintenance

Using this program, you can setup parent item bills of material for production or kitting.

There are 5 views available for *Parent BOM Maintenance*:

Parent BOM Maintenance General View

Parent BOM Maintenance Component View

Parent BOM Maintenance AddOns View

Parent BOM Maintenance Production View

Parent BOM Maintenance Kitting View

Parent BOM Maintenance Menu Options

File

Menu Selection	Function
New	Adds a new record. When new is active, <i>End New</i> appears here and is available.
Edit	Makes changes to an existing record.
Save	Saves the information for the current record.
Save As	Saves the information for the current record with a different code or number.
Delete	Deletes the current record.
Reset	Sets the information for the current record back to its original state.
Exit	Exits the current program.

View

Menu Selection	Function
General	Accesses the <i>General</i> view of <i>Parent BOM Maintenance</i> .
Component	Accesses the <i>Component</i> view of <i>Parent BOM Maintenance</i> .
AddOns	Accesses the <i>Addons</i> view of <i>Parent BOM Maintenance</i> .
Production	Accesses the <i>Production</i> view of <i>Parent BOM</i>

Maintenance.

Kitting

Accesses the *Kitting* view of *Parent BOM Maintenance*.

Find

Menu Selection

Function

Parent BOM Lookup

Accesses the Parent BOM Lookup feature.

Lookup

Opens the Lookup feature for the current record, or brings it to the front if it is already open.

Filter

Opens the Filter Manager to select or maintain a filter.

First Record

Opens the first record in the selection group table, using the current filter.

Previous Record

Opens the previous record in the selection group table, using the current filter.

Next Record

Opens the next record in the selection group table, using the current filter.

Last Record

Opens the last record in the selection group table, using the current filter.

Options

Menu Selection

Function

Toolbar

Toggles the display of the toolbar on and off.

AutoAdd Mode

Toggles the AutoAdd mode on or off. When on, you will be in continuous add mode each time you select to add a new record.

Defaults

Displays the default record settings on the screen.

User Preferences

Opens the *Preferences* dialog box where you can set the status of the Lookup window, AutoAdd Mode, and Toolbar each time you open the maintenance program.

System Preferences

Accesses the *Maintenance Audit Control* dialog box, which is used to select the fields in which you want to track changes for audit history and the *Required View* dialog box, which is used to select the views that you want to require users to access before saving records with this maintenance program.

Additional

Menu Selection	Function
Parent Notes	Accesses the Notes Manager to view or enter parent item notes.
Component Notes	Accesses the Notes Manager to view or enter component item notes.
Maintain	Maintains records for the detail fields available in this maintenance program.
Parent BOM Maintenance	Accesses the <i>Parent BOM Maintenance</i> program.
Warehouse AddOns	Accesses the <i>Warehouse AddOns</i> program.
Item Interchange Inquiry	Accesses the <i>Item Interchange</i> dialog box, which is used to select an interchange item for the current item.
Substitute Items	Displays a list of substitutes for the current item.
Item Inquiry	Accesses the <i>Item Inquiry</i> program, which displays item information.
Price/Cost Inquiry	Accesses the <i>Price</i> dialog box, which is used to determine pricing of the current item.
Parent Custom Fields	Accesses the <i>Custom Fields</i> dialog box where you can enter custom fields for the parent item.
Component Custom Fields	Accesses the <i>Custom Fields</i> dialog box where you can enter custom fields for the selected component item.
Audit History	Accesses the <i>Maintenance Audit History</i> dialog box, which is used to view changes to the fields selected for audit tracking.

Global

Menu Selection	Function
User Profile	Accesses your user profile information.
Note Pad	Accesses NotePad Notes dialog box, which is used to enter notes for the current user.
Personal	Allows you to access frequently used programs.

Favorites

Jump Accesses the *Program Locator* dialog box, which allows you to move to other *TakeStock* modules and programs.

Help**Menu
Selection****Function**

Contents Accesses the online Help table of contents.

Glossary Access the *TakeStock* Glossary.

**Search for Help
on** Accesses the Help system index.

Screen Help Accesses online Help for the current screen.

About TakeStock Displays release, licensing, and support information about *TakeStock*.

Special Keys Accesses the *Special Keys* dialog, which lists the function keys for the current screen.

Parent BOM Maintenance General View

Using this program, you can setup parent item bills of material for production or kitting. In the General view, you can setup parent item options.

Form Contents

Fields, Buttons, Checkboxes, & Icons

For a listing of standard Maintenance icons and buttons, refer to the *Maintenance Toolbar* topic at the beginning of the *Maintenances* chapter.

Type	Indicates the parent item type. Select Produced to indicate that your parent item is produced, Kitted to indicate that your parent item is kitted, or Operator Select to indicate that your parent item type is selected by the operator at the time it is requested during sales order, blanket order, or quote entry.
Price by	Indicates the pricing option and whether to add an additional percentage to the price. Select Item price to indicate that the system should use the item price as defined in <i>IM Item Maintenance</i> , Cost rollup to indicate that the system should use the roll up of costs + % (includes additional costs), or Price rollup to indicate that the system should use the roll up of component prices + (additional costs x %) (This means 0% = no costs; 120% = cost +20%.)
Post to SA	Indicates how to post parent items information to the <i>Sales Analysis</i> module. Select the Parent radio button to indicate that your parent item is posted to the <i>Sales Analysis</i> module by parent item or the

	Components radio button to indicate that your parent item is posted to the <i>Sales Analysis</i> module by component.
Allow	Indicates you want to allow users to add and delete components to/from the parent item. Select the Adding Components checkbox to allow the addition of components for the parent item BOM or Deleting Components checkbox to allow the deletion of components for the parent item BOM. If you allow the addition and/or deletion of components, you can only post produced-type or operator select-type parent items to the <i>Sales Analysis</i> module by parent item—not by component.
Print Components On	Indicate the documents on which you want to print the parent item components and whether to include their prices. Select the Quotes , Pick Tickets and Invoices checkboxes to indicate the documents to print the parent item components on and the Include Price checkbox to print component prices as well.
<i>Component</i>	Accesses the Component view of Parent BOM Maintenance.
<i>AddOns</i>	Accesses the AddOns view of Parent BOM Maintenance.
<i>Production</i>	Accesses the Production view of Parent BOM Maintenance.
<i>Kitting</i>	Accesses the Kitting view of Parent BOM Maintenance.
<i>Parent Item</i>	A parent item that you setup in IM <i>Item Maintenance</i> .

Menu Options

File View Find Options Additional Global Help

See Also

Parent BOM Maintenance Component View

Parent BOM Maintenance AddOns View

Parent BOM Maintenance Production View

Parent BOM Maintenance Kitting View

How to set up parent item bills of material

Parent BOM Maintenance Component View

Using this program, you can setup parent item bills of material for production or kitting. In the Component view, you can setup the items and quantities and/or selection groups that compose the parent item BOM.

Form Contents

Fields, Buttons, Checkboxes, & Icons

For a listing of standard Maintenance icons and buttons, refer to the *Maintenance Toolbar* topic at the beginning of the *Maintenances* chapter.

[Unlabeled] Selection Group/ Component list box

Indicates that you are adding either a selection group or an item to the parent item BOM. The system displays **Item** as the default.

Save

Saves the current component line item for this parent BOM.

End Add/Edit /Insert

Completes the add function. This action does not save your additions. You must click the **Save** button to first, then **End Add/Edit/Insert** if you want to save changes.

Add

Adds the entered component to the parent BOM.

Insert

Adds the entered component to the parent BOM above the highlighted line item in the browser in the center of the screen.

Fields, Buttons, Checkboxes, & Icons

Edit	Edits the quantity or check box settings for the selected component.
Delete	Deletes the current component line item from the parent BOM.
Required	Indicates that the item is required for the parent BOM. You can select <i>either</i> the Required or Allow Substitution checkbox, but not both. If you are using a selection group, these checkboxes are unavailable—you entered this information about the selection group when you created it.
Default	Indicates that the item a default for the parent BOM.
Allow Change	Indicates that the item quantity can be changed during kitting or production.
Component	Accesses the Component view of Parent BOM Maintenance.
AddOns	Accesses the AddOns view of Parent BOM Maintenance.
Production	Accesses the Production view of Parent BOM Maintenance.
Kitting	Accesses the Kitting view of Parent BOM Maintenance.
<i>Parent Item</i>	A parent item that you setup in IM <i>Item Maintenance</i> . The system displays the parent item that you entered on the General view. You can enter another parent item in this field and press Enter , if you want to view a different record.
<i>Component</i>	<p>A component for the parent item BOM. In the dropdown list box to the left of the <i>Component</i> field, you can select the Selection Group option to enter selection groups for the parent item BOM. If you have not created any selection groups using the <i>Selection Group Maintenance</i> program, this option is not available.</p> <p>For more information on creating selection groups, refer to the <i>Selection Group Maintenance</i> section of this document.</p> <p>Note: For parent items that are types Kitted or Operator Select, you cannot add containers or containerized items as components.</p>

Fields, Buttons, Checkboxes, & Icons

<i>Qty Per</i>	The number needed of this component to create the parent item BOM. If you are using a selection group, the <i>Qty Per</i> field is unavailable—you entered the quantity information about the selection group when you created it.
<i>Waste</i>	<p>The waste percentage for the component; the system displays 0.00% as the default. On the Production view of the <i>Parent BOM Maintenance</i> screen, you can select whether or not the parent item BOM uses waste factors.</p> <p>If you are using a selection group, the <i>Waste</i> field is unavailable—a selection group has no waste.</p>

Menu Options

File View Find Options Additional Global Help

See Also

Parent BOM Maintenance General View

Parent BOM Maintenance AddOns View

Parent BOM Maintenance Production View

Parent BOM Maintenance Kitting View

How to set up parent item bills of material bills of material

Parent BOM Maintenance AddOns View

Using this program, you can setup parent item bills of material for production or kitting. In the AddOns view, you can setup both the standard and optional add-on costs for the parent item BOM.

Form Contents

Fields, Buttons, Checkboxes, & Icons

For a listing of standard Maintenance icons and buttons, refer to the *Maintenance Toolbar* topic at the beginning of the *Maintenances* chapter.

General	Accesses the General view of <i>Parent BOM Maintenance</i> .
<i>Component</i>	Accesses the Component view of <i>Parent BOM Maintenance</i> .
<i>Production</i>	Accesses the Production view of <i>Parent BOM Maintenance</i> .
<i>Kitting</i>	Accesses the Kitting view of <i>Parent BOM Maintenance</i> .
Per	Indicates whether you are entering labor cost as a dollar figure per unit, a percentage per unit, or you can select Hour from the <i>Per</i> dropdown list and enter the labor rate in the <i>Rate</i> field and the estimated labor hours in the <i>Hour</i> field.
More	Accesses the <i>Add On Selections</i> dialog box where you can add and delete additional add-on selections.
<i>Parent</i>	A parent item that you setup in <i>IM Item Maintenance</i> .

Fields, Buttons, Checkboxes, & Icons

<i>Item</i>	The system displays the parent item that you entered on the General view. You can enter another parent item in this field and press Enter , if you want to view a different record.
<i>Overhead [Amount]</i>	The overhead cost amount. The system displays the overhead amount that you entered in <i>Parent BOM Maintenance</i> multiplied by the quantity to produce as the default. Enter either overhead amount or percent, but not both.
<i>Overhead [Percent]</i>	The overhead cost percent. The system displays the overhead the percent that you entered in <i>Parent BOM Maintenance</i> as the default. Enter either overhead amount or percent, but not both.
<i>Packaging [Amount]</i>	The packaging cost amount. The system displays the packaging amount that you entered in <i>Parent BOM Maintenance</i> multiplied by the quantity to produce as the default. Enter either overhead amount or percent, but not both.
<i>Packaging [Percent]</i>	The packaging cost percent. The system displays the percent that you entered in <i>Parent BOM Maintenance</i> as the default. Enter either overhead amount or percent, but not both.
<i>Labor [Amount]</i>	The labor cost amount. The system displays the labor amount that you entered in <i>Parent BOM Maintenance</i> multiplied by the quantity to produce as the default. Enter either overhead amount, percent, or select the Per Hour checkbox to enter the labor rate and hours.
<i>Labor [Percent]</i>	The labor cost percent. The system displays the labor percent that you entered in <i>Parent BOM Maintenance</i> as the default. Enter either overhead amount, percent, or select the Per Hour checkbox to enter the labor rate and hours.
<i>Rate</i>	The hourly rate for this production run.
<i>Hours</i>	The number of hours for this production run.
Add Ons section	Modify any information in the <i>Amount</i> or <i>Percent</i> fields as necessary. The system displays any additional add ons that you included from the <i>Add On Selections</i> dialog box. If you want to include more add on s on this parent BOM, select the More button.

Menu Options

File View Find Options Additional Global Help

See Also

Parent BOM Maintenance General View

Parent BOM Maintenance Component View

Parent BOM Maintenance Production View

Parent BOM Maintenance Kitting View

How to set up parent item bills of material

Parent BOM Maintenance Production View

Using this program, you can setup parent item bills of material for production or kitting. In the Production view, you can setup the options related only to produced parent items.

Form Contents

Fields, Buttons, Checkboxes, & Icons

For a listing of standard Maintenance icons and buttons, refer to the *Maintenance Toolbar* topic at the beginning of the *Maintenances* chapter.

Save	Saves the current component line item for this parent BOM.
General	Accesses the General view of Parent BOM Maintenance.
<i>Component</i>	Accesses the Component view of Parent BOM Maintenance.
<i>AddOns</i>	Accesses the AddOns view of Parent BOM Maintenance.
<i>Kitting</i>	Accesses the Kitting view of Parent BOM Maintenance.
Outsourced	Indicates whether you want to outsource production for this parent item. Select the Yes radio button to indicate that production is outsourced, No to indicate that it is not, or Optional to indicate that the operator decides this at the time of production and enters this information on the <i>Production Entry</i> screen in the <i>Manufacturing Control</i> module. If you select Yes or Optional , you must enter a vendor in the <i>Vendor</i> field.

Fields, Buttons, Checkboxes, & Icons

Produce Complete	Indicates that you produce the complete quantity of the parent item in a production run.
Produce in Mult of STD Pk	Indicates that you produce in multiples of a standard pack. The system rounds the parent quantity to produce up to the next standard pack multiple on the <i>Production Entry</i> screen.
Allow Using Waste %	Indicates that this parent item BOM uses waste factors in production.
Allow Disassembly	Indicates that this parent item BOM can be disassembled.
Update Lead Time	Indicates that the Lead Time value includes the time it takes to complete production as well as the amount of time it takes to receive a part in the warehouse after ordering it. This Lead Time value is used by the system in usage calculations.
Use Production Price in SO	Indicates whether you want to use production pricing on sales orders. Select No from the dropdown list box if you do not want to use the production price on sales orders. Select At Production Entry if you want to use the parent item price calculated at the time of production entry on sales orders. The system does not change the SO price for the item when production is confirmed. Select At Production Confirmation if you want to use the parent item price calculated at the time of production confirmation on sales orders. The system recalculates the SO price when production is confirmed.
<i>Parent Item</i>	A parent item that you setup in <i>IM Item Maintenance</i> . The system displays the parent item that you entered on the General view. You can enter another parent item in this field and press Enter , if you want to view a different record.
<i>Vendor</i>	A vendor that you set up in <i>PO Vendor Maintenance</i> .
<i>Min to Produce</i>	Enter the minimum number of the parent item to produce in a production run. You cannot create a production run for this parent item for less than this number.
<i>Max to Produce</i>	Enter the maximum number of the parent item to produce in a production run. You cannot create a production run for this parent item for more than this number.

Menu Options

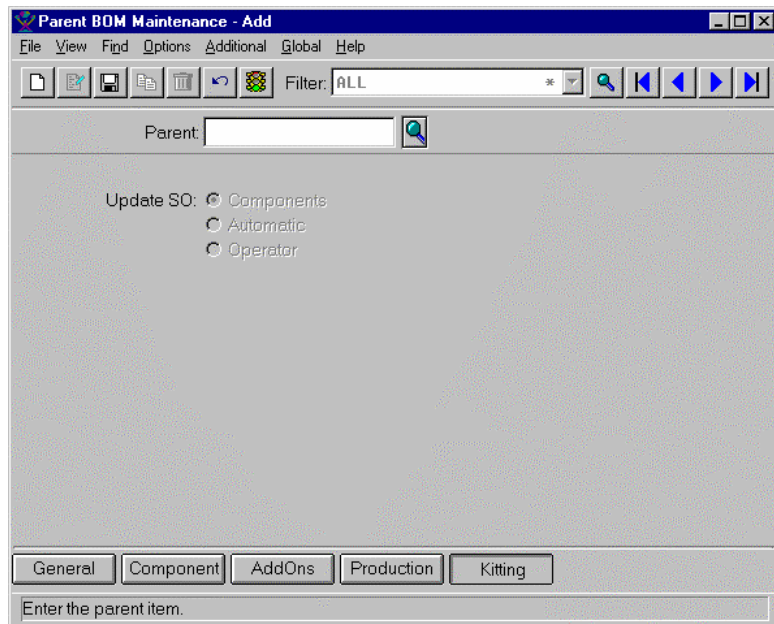
File View Find Options Additional Global Help

See Also

Parent BOM Maintenance General View
Parent BOM Maintenance Component View
Parent BOM Maintenance AddOns View
Parent BOM Maintenance Kitting View
How to set up parent item bills of material

Parent BOM Maintenance Kitting View

Using this program, you can setup parent item bills of material for production or kitting. In the Kitting view, you can setup the options related only to kitted parent items.



Form Contents

Fields, Buttons, Checkboxes, & Icons

For a listing of standard Maintenance icons and buttons, refer to the *Maintenance Toolbar* topic at the beginning of the *Maintenances* chapter.

General	Accesses the General view of Parent BOM Maintenance.
<i>Component</i>	Accesses the Component view of Parent BOM Maintenance.
<i>Production</i>	Accesses the Production view of Parent BOM Maintenance.
<i>AddOns</i>	Accesses the AddOns view of Parent BOM Maintenance.
Update SO	Indicates the method by which you want the system to kit this parent item in the <i>Sales Orders</i> module. Select the Components radio button to indicate that you want to manually select each component and quantity for this parent item, the Automatic radio button to indicate that you want the system to automatically kit this parent item using the BOM, and the Operator Select radio button to indicate that the operator makes this determination during sales order entry. If you choose Operator Select , the system

Fields, Buttons, Checkboxes, & Icons

displays the *Parent Items Options* dialog box when you enter this kitted parent item on the *Sales Order Entry*, *Blanket Order Entry*, and *Quote Entry* screens.

Parent Item

A parent item that you setup in IM *Item Maintenance*. The system displays the parent item that you entered on the General view. You can enter another parent item in this field and press **Enter**, if you want to view a different record.

Menu Options

File View Find Options Additional Global Help

See Also

Parent BOM Maintenance General View

Parent BOM Maintenance Component View

Parent BOM Maintenance AddOns View

Parent BOM Maintenance Production View

How to set up parent item bills of material

How to set up parent item bills of material

1. Access the *Parent BOM Maintenance* program by selecting *Maintenances* → *Parent BOM Maintenance* from the MC main menu. The system displays the *General* view of the Parent BOM Maintenance program.

2. Click the **New** icon or select *File* → *New* from the menu bar to create a new parent BOM, or retrieve an existing parent item BOM, and select the edit function.
3. Enter or modify information all the fields, checkboxes, and radio buttons in the *General* view as necessary.
4. To select the items or selection groups that make up your parent BOM, access the *Component* view of the Parent BOM Maintenance screen by selecting the **Component** button or *View* → *Component* from the menu bar.

The system displays the Component view with the parent item number in the *Parent* field.

5. Select the **Add** button, then enter or modify information for the fields and checkboxes in the Component view as necessary. Refer to the Form Contents section of the Parent BOM Maintenance Component View for field and checkbox definitions.
6. Select the **Required** or **Allow Substitution** and **Allow Change** checkboxes as necessary to indicate if the component item is required for the parent item BOM, if a different item can be substituted, or if the item quantity can be changed during kitting or production of the parent item BOM.



TIP: You can select *either* the **Required** or **Allow Substitution** checkbox, but not both. If you are using a selection group, these checkboxes are unavailable—you entered this information about the selection group when you created it.

7. Select the **Save** button to save the additions to the parent item BOM.
8. Repeat steps 5-7 until you are finished adding components or selection groups, then select the **End Add** button
9. If you need to insert an item, highlight the row in the browser below where you want the item to be placed, and select the **Insert** button. The system places the cursor in the *Item* field so that you can enter the item information. Enter the item information and select the **Save** button. The system places the item in the browser above the highlighted line.
10. If you need to edit an item, highlight the item and select the **Edit** button. The system places the item number in the *Item* field. Make the necessary changes in the item information, and select the **Save** button. When you are finished editing, select the **End Edit** button.

11. If you need to delete an item, highlight the item and select the **Delete** button. The system displays the question: *Are you sure you want to delete this BOM Line record?* Select **Yes**, and the system deletes the line.
12. To enter the add-on costs for your parent BOM, access the AddOns view of the Parent BOM Maintenance screen by selecting the **AddOns** button or *View* → *AddOns* from the menu bar. The system displays the AddOns view with the parent item number in the *Parent* field.

13. Enter overhead, packaging, and labor costs per unit produced in the appropriate fields. In the *Overhead* and *Package* fields, you can enter these costs as either a dollar figure or a percentage. You can enter labor cost in three different formats: dollars, percentage, or dollars per hour.
14. In the *Labor* fields, you can enter labor cost as a dollar figure per unit, a percentage per unit, or you can select **Hour** from the *Per* dropdown list and enter the labor rate in the *Rate* field and the estimated labor hours in the *Hour* field. Note that on the Footer view of the *Production Entry* screen, you can modify the labor hours for the parent item BOM.
15. To view and select more add-on costs, select the **More** button. The system accesses the *Add On Selections* dialog box where you can add and delete additional add-on selections. Select **OK** or **Cancel** to exit the dialog box and return to the AddOns view of the *Parent BOM Maintenance* screen.
16. If your parent item BOM is for production or operator select, access the Production view of the Parent BOM Maintenance screen by selecting the **Production** button or *View* → *Production* from the menu bar. (If your parent item BOM is for kitting, skip to step 18 of this procedure.)

The system displays the Production view with the parent item number in the *Parent* field.

Enter or modify information for the fields, radio buttons, and checkboxes in the Production view as necessary.

18. If your parent item BOM is for kitting or operator select, access the Kitting view of the Parent BOM Maintenance screen by selecting the **Kitting** button or *View* → *Kitting* from the menu bar. The system displays the Kitting view with the parent item number in the *Parent* field.

19. For Update SO, select the method by which you want the system to kit this parent item in the *Sales Orders* module.



TIP: Select the **Components** radio button to indicate that you want to manually select each component and quantity for this parent item, the **Automatic** radio button to indicate that you want the system to automatically kit this parent item using the BOM, and the **Operator Select** radio button to indicate that the operator makes this determination during sales order entry. If you choose **Operator Select**, the system displays the *Parent Items Options* dialog box when you enter this kitted parent item on the *Sales Order Entry*, *Blanket Order Entry*, and *Quote Entry* screens.

20. Select the **Save** icon to save your work.

21. Exit the program.

MC Control Maintenance

Using this program, you can enter and maintain control information for the *Manufacturing Control* module. The system uses control information as defaults and to set options used throughout the MC module. This program contains the MC system information for your company. The information that you enter in this program controls the overall behavior of MC and the way it interfaces with other modules. Because MC *Control Maintenance* contains only 1 record, it performs in a slightly different manner than other maintenances.

There are 5 views available for entering MC control options:

MC Control Maintenance General View

MC Control Maintenance PostGL View

MC Control Maintenance Forms View

MC Control Maintenance Registers View

MC Control Maintenance Menu Options

File

Menu Selection

Function

Edit	Makes changes to an existing record.
Save	Saves the information for the current record.
Reset	Sets the information for the current record back to its original state.
Exit	Exits the current program.

View

Menu Selection

Function

General	Accesses the <i>General</i> view of the <i>MC Control Maintenance</i> program.
Post GL	Accesses the <i>Post GL</i> view of the <i>MC Control Maintenance</i> program.
Forms	Accesses the <i>Forms</i> view of the <i>MC Control Maintenance</i> program.
Registers	Accesses the <i>Registers</i> view of the <i>MC Control Maintenance</i> program.

Lookup**Menu
Selection****Function**

Lookup

Accesses the Lookup feature for the current field.

Options**Menu
Selection****Function**

Toolbar

Toggles the display of the toolbar on and off.

User Preferences

Opens the *Preferences* dialog box where you can set the status of the Lookup window, AutoAdd Mode, and Toolbar each time you open the maintenance program.

Field Audit
Control

Accesses the *Maintenance Audit Control* dialog box, which is used to select the fields in which you want to track changes for audit history.

Additional**Menu
Selection****Function**

Maintain

Maintains records for the detail fields available in this maintenance program.

Audit History

Accesses the *Maintenance Audit History* dialog box, which is used to view changes to the fields selected for audit tracking.

Global**Menu
Selection****Function**

User Profile

Accesses your user profile information.

Note Pad

Accesses *NotePad Notes* dialog box, which is used to enter notes for the current user.

Personal
Favorites

Allows you to access frequently used programs.

**Menu
Selection****Function****Jump**

Accesses the *Program Locator* dialog box, which allows you to move to other *TakeStock* modules and programs.

Help**Menu
Selection****Function****Contents**

Accesses the online Help table of contents.

Glossary

Access the *TakeStock* Glossary.

**Search for Help
on**

Accesses the Help system index.

Screen Help

Accesses online Help for the current screen.

About TakeStock

Displays release, licensing, and support information about *TakeStock*.

Special Keys

Accesses the *Special Keys* dialog, which lists the function keys for the current screen.

MC Control Maintenance General View

Using the MC Control Maintenance program-General View, you can enter and maintain production control information for the *Manufacturing Control* module.

Form Contents

Fields, Buttons, Checkboxes, & Icons

For a listing of standard Maintenance icons and buttons, refer to the *Control Maintenance Toolbar* topic at the beginning of the *Maintenances* chapter.

PostGL Accesses the PostGL view of MC Control Maintenance.

Forms Accesses the Forms view of MC Control Maintenance.

Registers Accesses the Registers view of MC Control Maintenance.

Allow Fractional Quantities Determines whether the system allows the entry of fractional units of measure for parent items.



Caution: Using a fraction in your unit of measure can cause an inventory creep. For example, if your smallest unit of measure is 1/3 of a barrel, the system maintains the quantity as .3333. If you set up a conversion factor of 3 for the next unit of measure equal to 1 barrel, then 3 of the smallest unit of measure ($3 \times .3333 = .9999$) would never equal the conversion to one barrel. Before you can select this setting, you must select the **Allow Fractional Smallest UM** checkbox on the General view of the *IM Control Maintenance Screen* in the *Inventory Management* module.

Approve Production Determines whether the system allows you to preapprove

Fields, Buttons, Checkboxes, & Icons

Tickets Automatically	production tickets.
<i>Current MC Period</i>	The month and year of the current MC period for GL posting, or the period when you started using <i>TakeStock</i> . During the final close of the GL period, the system automatically resets this date for the new MC period.
<i>Last EOP Update</i>	The date of the last MC period update. You cannot enter or change this date; it is displayed by the system.
<i>Last Production #</i>	The last production number. You can leave this field blank if you want the system to start with 1, or you can enter a number. The system increments automatically.
<i># Years History</i>	The number of years to store MC production history. Enter from 0 to 99 . Entering a zero means you will not be saving any history information.
<i>Assign Serial/Lot # During Production Entry</i>	Determines whether the system requires the assignment of serial and lot numbers during production entry. Select 1 of the following radio buttons: Yes, No, Optional .
<i>Assign Container #'s During Production Entry</i>	Determines whether the system requires the assignment of container numbers during production entry. Select 1 of the following radio buttons: Yes, No, Optional .

Menu Options

File View Lookup Options Additional Global Help

See Also

MC Control Maintenance PostGL View

MC Control Maintenance Forms View

MC Control Maintenance Registers View

How to set up control maintenance for Manufacturing Control

MC Control Maintenance PostGL View

Using the MC Control Maintenance program-General View, you can enter and maintain information about how you want to post processing for the *Manufacturing Control* module to the General Ledger.

Form Contents

Fields, Buttons, Checkboxes, & Icons

For a listing of standard Maintenance icons and buttons, refer to the *Control Maintenance Toolbar* topic at the beginning of the *Maintenances* chapter.

General Accesses the General view of MC Control Maintenance.

Forms Accesses the Forms view of MC Control Maintenance.

Registers Accesses the Registers view of MC Control Maintenance.

GL Distribution Determines how the system posts MC production orders to the General Ledger. Select 1 of the following radio buttons:

No GL Distribution—The system does not post or print activity for GL.

Print Only—The system prints a GL Distribution for manual posting.

Print and Post—The system prints a GL Distribution and posts to the TakeStock GL.

Br Branch checkbox. Indicates to the system to post the account to the GL profit centers by individual branch. Select this checkbox for each account that you want the

Fields, Buttons, Checkboxes, & Icons

system to post to the GL profit centers by individual branch. If you do not select this option, all activity for the account number posts to the same profit center.

Whs	Warehouse checkbox. Indicates to the system to post the account to the GL profit centers by individual warehouse. Select this checkbox for each account that you want the system to post to the GL profit centers by individual warehouse. If you do not select this option, all activity for the account number posts to the same profit center.
Dept	Department checkbox. Indicates to the system to post the account to the GL profit centers by individual department. Select this checkbox for each account that you want the system to post to GL profit center by individual department. If you do not select this option, all activity for the account number posts by company rather than department.
Source (fields)	Determines how to post to the General Ledger. For the <i>Package</i> , <i>Labor</i> , <i>Add Ons Overhead</i> , <i>Work in Process</i> , and <i>Scrap</i> account fields, select Item GL Table , AddOn Table or Default from the drop-down list to indicate whether to post to the account number in the Item GL table or the default account that you enter in the <i>GL #</i> field.
GL #	General Ledger Number. The default account number for posting each of the accounts. The system uses the default account number only if you select Default in the corresponding Source column.

Menu Options

File View Lookup Options Additional Global Help

See Also

MC Control Maintenance General View

MC Control Maintenance Forms View

MC Control Maintenance Registers View

How to set up control maintenance for Manufacturing Control

MC Control Maintenance Forms View

Using the MC Control Maintenance program-Forms View, you can enter and maintain information about forms used by the *Manufacturing Control* module.

Form Contents

Fields, Buttons, Checkboxes, & Icons

For a listing of standard Maintenance icons and buttons, refer to the *Control Maintenance Toolbar* topic at the beginning of the *Maintenances* chapter.

General	Accesses the General view of MC Control Maintenance.
PostGL	Accesses the PostGL view of MC Control Maintenance.
Registers	Accesses the Registers view of MC Control Maintenance.
Print On Form	Indicates to the system what to print on the form. This information is optional. If you are using a preprinted form that already contains your company's name and address, do not select the Company Name and Address checkboxes. Select the appropriate checkbox to print the desired text on your form:

Company Name	Item Description 1
Address	Item Description 2
	Blank Line Between Items
	Blanks Lines for Serial/Lot# Entry

Print Prompt Default to Yes	Indicates to the system to default the <i>Print</i> dialog box Form Print option to Yes to print the production ticket immediately when you save a production ticket in production entry. When you save a production ticket, you can override this option to defer printing of the form to a later time.
Reprint Prompt Default to Yes	Indicates to the system to default the Print dialog box Form Print option to Yes to print the production ticket immediately when you save changes to a production ticket in production entry. When you save a production ticket, you can override this option to defer printing of the form to a later time.
Source of Address	Indicates to the system the source of the address to print on the form. Select the appropriate radio button. Company —Prints the address set up for your company. Branch —Prints the address for the branch where the form is initiated. Warehouse —Prints the address of the warehouse where the form is initiated. This option is tied to the Print on Form Address checkbox.
<i>Name</i>	The document name (up to 20 characters) to print on the form if it is not preprinted.
<i>Form Specification</i>	Indicates to the system the form specification for the type of form that you want to your company to use. Use the Lookup function to select the form specification. You must choose one of the available form specifications for this option.
<i>Form Memo</i>	The default memo (up to 50 characters) to print on the bottom of the form.
<i>Lines Per Page</i>	Indicates to the system the number of lines per page to use for new templates you create for the selected form. This entry can be from 20 to 999 lines per page.

Menu Options

File View Lookup Options Additional Global Help

See Also

MC Control Maintenance General View

MC Control Maintenance PostGL View

MC Control Maintenance Registers View

How to set up control maintenance for Manufacturing Control

MC Control Maintenance Registers View

Using the MC Control Maintenance program- Registers View, you can enter and maintain information about the *Manufacturing Control* Production Register.

Last Reg#	Current User	Status
Production Register: 000098		Not Running

Form Contents

Fields, Buttons, Checkboxes, & Icons

For a listing of standard Maintenance icons and buttons, refer to the *Control Maintenance Toolbar* topic at the beginning of the *Maintenances* chapter.

General	Accesses the General view of MC Control Maintenance.
PostGL	Accesses the PostGL view of MC Control Maintenance.
Forms	Accesses the Forms view of MC Control Maintenance.
Runs Regs. By Branch	Run Registers by Branch checkbox. Indicates to the system that you want to run registers in <i>Manufacturing Control</i> by branch. The information for the <i>Production Register</i> is then maintained in <i>Branch Maintenance</i> in the <i>SM</i> module, and the remaining fields in this view are not used.
<i>Production Register</i>	<p>If you do not run registers by branch, the following information is maintained for the registers in <i>Manufacturing Control</i>.</p> <p><i>Last Reg. #</i>—The last production register number used. The Production Register displays the last register number used. Each time the register is updated, the last register number used is incremented by one, assigned to the register, and updated here. These numbers are tracked</p>

Fields, Buttons, Checkboxes, & Icons

by the system but can be modified here. During initial setup, leave the register numbers blank.

Curr User: [Name]—This field displays the user code of the person currently running this register. This field is maintained by the system and cannot be entered or changed.

[Register Status Indicators:] These radio buttons are selected by the system and cannot be changed.

Not Running—If selected, indicates that the system is not currently running this register.

Printing—If selected, indicates that the system is printing this register.

Updating—If selected, indicates that indicates that the system is updating this register.

Menu Options

File View Lookup Options Additional Global Help

See Also

MC Control Maintenance General View

MC Control Maintenance PostGL View

MC Control Maintenance Forms View

How to set up control maintenance for Manufacturing Control

How to set up control maintenance for Manufacturing Control

1. Access the MC *Control Maintenance* program by selecting *Maintenances* → *MC Control Maintenance* from the MC main menu. The system displays the General view of the MC Control Maintenance program.

The screenshot shows the 'MC Control Maintenance - Edit' window with the 'General' tab selected. The window has a menu bar (File, View, Lookup, Options, Additional, Global, Help) and a toolbar with icons for file operations. The main area contains the following fields and options:

- Current MC Period: 02/2001 February 2001
- Last EOP Update: 01/08/1998
- Last Production #: 00002026
- # Years History: 9
- ☒ Allow Fractional Quantities
- ☒ Approve Production Tickets Automatically
- Assign Serial/Lot #'s at Production Entry:
 - ☐ No
 - ☐ Yes
 - ☒ Optional
- Assign Container #'s at Production Entry:
 - ☐ No
 - ☐ Yes
 - ☒ Optional

At the bottom, there are four buttons: General, Post GL, Forms, and Registers. Below the buttons is a text field with the prompt 'Enter the month and year of the current MC Period.'

2. Enter or modify information all fields, checkboxes, and radio buttons as necessary. Refer to the Form Contents section of the MC Control Maintenance General View program for field and checkbox definitions.
3. Access the Post GL view of the MC Control Maintenance screen by selecting the **Post GL** button or *View* → *Post GL* from the menu bar. The system displays the Post GL view.

The screenshot shows the 'MC Control Maintenance - View' window with the 'Post GL' tab selected. The window has a menu bar (File, View, Lookup, Options, Additional, Global, Help) and a toolbar with icons for file operations. The main area contains the following fields and options:

- GL Distribution:
 - ☐ No GL distribution
 - ☐ Print only
 - ☒ Print and Post
- Source: Default
- Br: ☒ Wht: ☐ Dept: ☐ GL #: 76110 Overhead Expense
- Package: Default ☐ ☐ ☒ 76120 Packaging Expense
- Labor: Default ☒ ☐ ☐ 76130 Labor Expense
- Work in Process: Default ☐ ☐ ☒ 76140 WIP Expense
- Scrap: Item GL Table ☒ ☐ ☐ 76150 Scrap Expense
- Add Ons: Default ☐ ☐ ☒ 76160 MCAddOns

At the bottom, there are four buttons: General, Post GL, Forms, and Registers.

4. Enter or modify information all fields, checkboxes, and radio buttons as necessary. Refer to the Form Contents section of the MC Control Maintenance PostGL View program for field and checkbox definitions.
5. Access the Forms view of the MC Control Maintenance screen by selecting the **Forms** button or *View→Forms* from the menu bar. The system displays the Forms view.

The screenshot shows the 'MC Control Maintenance - View' window. The menu bar includes File, View, Lookup, Options, Additional, Global, and Help. Below the menu bar are three icons: a document with a pencil, a document, and a circular arrow. The main area contains the following fields and options:

- Form Type: (dropdown arrow)
- Name:
- Form Specification: (search icon) Production Ticket - Laser 17 cpi 11 inch depth Non-f
- Form Memo:
- Print on Form:
 - ☒ Company Name
 - ☐ Address
- Source of Address:
 - ☒ Company
 - ☐ Branch
 - ☐ Warehouse
- Print on Form (second column):
 - ☒ Item Description 1
 - ☒ Item Description 2
 - ☒ Blank Line Between Items
 - ☒ Blank Lines for Serial/Lot# Entry
- Lines Per Page:
- Print Prompt:
 - ☐ Default to Yes
- Reprint Prompt:
 - ☐ Default to Yes

At the bottom are four buttons: General, Post GL, Forms, and Registers. The 'Forms' button is highlighted.

6. Enter or modify information for all fields, checkboxes, and radio buttons as necessary. Refer to the Form Contents section of the MC Control Maintenance Forms View program for field and checkbox definitions.
7. Access the Registers view of the MC Control Maintenance screen by selecting the **Registers** button or *View→Registers* from the menu bar.

The system displays the Registers view.

The screenshot shows a software window titled "MC Control Maintenance - View". It has a menu bar with "File", "View", "Lookup", "Options", "Additional", "Global", and "Help". Below the menu bar are three icons: a document with a pencil, a floppy disk, and a circular arrow. The main area contains a checkbox labeled "Run Registers by Branch" which is unchecked. Below this is a table with three columns: "Last Reg#", "Current User", and "Status". The "Last Reg#" column has a value of "000098" and is preceded by the text "Production Register:". The "Current User" column has an empty text box. The "Status" column has the text "Not Running" in blue. At the bottom of the window is a tab bar with four tabs: "General", "Post GL", "Forms", and "Registers". The "Registers" tab is currently selected.

Last Reg#	Current User	Status
000098		Not Running

8. Enter or modify information for all fields, checkboxes, and radio buttons as necessary.
9. Select the **Save** icon to save your work, then exit the screen.

See Also

MC Control Maintenance General View

MC Control Maintenance PostGL View

MC Control Maintenance Forms View

MC Control Maintenance Registers View

MC Terminology

The list below provides summary information on terms used in the *TakeStock Manufacturing Control* module.

Add-on Cost Functionality

You can add up to 5 additional user-definable add-on costs. You can include add-ons for a parent item at the end of the production order. Add-ons are simply costs added into the cost of producing the parent item. The add-on costs are added into the total cost of the parent item when the pricing option is set to roll-up all the costs for the parent item in the MC *Parent BOM Maintenance* program. The add-on cost functionality is available for both produced and kitted parent items.

Assembly

A parent item. Within multi-level bills of material, each parent item that is put together using components, regardless of the actual level, is considered an assembly. For example, if the parent item is a bike, the components of that bike could be 1 frame and 2 wheels. The production of a bike made up of these 2 components is considered an assembly. The frame may also be a parent item, which consists of the seat, pedals, handle bars, and a metal center piece. The production of the frame made up of these 4 components is also considered an assembly.

Assembly Mode

Assembly mode is the most common program type available in Manufacturing Control production entry; it allows you to produce the parent item using component items. In assembly mode, users can create parent items from components, commit component item quantities that are available, and backorder component item quantities that are not available.

In assembly mode, the system prints a production ticket to indicate to warehouse personnel that the components listed on the production ticket need to be assembled to create the parent item. Once you enter a production order, and production occurs, you must confirm the order using the *Production Confirmation* program. For assembly orders, the confirmation process decreases the on-hand quantity for the components that are committed and increases the on-hand quantity for the parent item. Confirmation for assembly orders also provides a new feature—the Work-in-Process (WIP) state for component items. The WIP state allows users to take inventory out of stock, while still keeping track of the inventory, since it must be considered an asset. In this case, the system depletes the on-hand quantities for the component items and increases the WIP quantities for the components. No quantity change for the parent item occurs. The system also takes scrapped quantities into consideration. If the used quantity for a component is more than the required quantity, the system displays a message asking if the difference should be scrapped. For scrapped quantities, the system decreases the on-hand quantity for the components. The system uses scrapped

quantities for GL posting in the production register but not in the cost and price rollups. For more information about WIP, see the Work-in-Process feature in this document.

Cost Rollup

Roll up of costs + % (includes additional costs)

Component Price

Roll up of component prices + (additional costs x %) This means 0% = no costs; 120% = cost +20%.

Component

An item that is used to produce a parent item.

Component Item Substitution

The system allows component item substitution on parent items entered through the *Production* entry programs or kitted in the *Sales Orders* entry programs. This increases production efficiency and decreases turn-around time by eliminating the need to backorder components. In the *Parent BOM Maintenance* program in MC, you can define whether each component can be substituted.

Disassembly Mode

Disassembly Mode allows you to disassemble finished items into components. In many industries, wholesale distributors purchase pre-configured parent items in addition to component items. They then sell these pre-configured items as is or disassemble the parent item to use the components for other parent items. Sometimes disassembling a pre-configured parent item is simply a way to purchase the components at a cheaper price.

When in disassembly mode, the parent item must be available when you confirm the disassembly. The system prints disassembly production orders on a production ticket, but the production team is to take apart the parent rather than put it together. When the disassembly is complete, you must confirm the disassembly using the Production Confirmation program in the Completion sub-module of MC and print a register using the Production Register program also located in the Completion sub-module of MC. Once a disassembly is confirmed, the system decreases the parent item quantity in inventory while increasing the component item quantities as they are being put back on the shelf. In the course of disassembly, sometimes a component becomes unusable and may not go back into stock; you can indicate whether the components of the disassembly go back into stock or are scrapped. A production ticket printed in disassembly mode indicates to warehouse personnel that the parent item listed on the production ticket should be disassembled to create the resulting component items.

Insufficient Quantity

A condition that results when the sum of the committed quantity plus the WIP quantity is less than the required quantity.

Kitted Item

A parent item that is put together in the warehouse and shipped in one step based on information provided on the pick ticket.

Kitting

Indicates to the system that the assembly is a simple assembly put together in the warehouse based on the items listed on the pick ticket. In the kitting scenario, the components print on the pick ticket, and the warehouse personnel put the parent item together and ship it.

Make-to-Order

A process where a parent item is produced based on a specific customer order. The parent item is made (produced) to fulfill a sales order.

Make-to-Stock

A process where a parent item is being produced to place the item on the shelf to make it available for sale. The parent item is made (produced) to place inventory into stock.

Multiple Costing Scenarios

You can enter labor, overhead, and packaging costs as a percent (%) of the dollar value per parent item on the *Footer* view of the *Production Entry* screen for assemblies or on the *Add-On* view of the *Parent BOM Maintenance* screen. Labor costs can be a total dollar amount or dollars per hour times the default number of hours. During confirmation, you can enter the actual hours used for production, and the system recalculates the labor costs by multiplying the hourly rate times the actual number of labor hours for production.

On the *Footer* view of the *Production Entry* program, the system displays the parent item's cost, which is recalculated anytime you change components, the pricing option (defaults from *Parent BOM Maintenance*), or the add-on costs. On the *Footer* view of the *Disassembly Entry* program, the system displays cost percent (%) for components. This function is automatically set, but has a user override.

The system pulls additional costs for kitted items from the BOM parent record and from the production ticket for produced items.

Multiple Pricing Scenarios

Using the *MC Control Maintenance* screen, you can enter and maintain control information, such as roll-up costs for pricing, GL table postings, form content, and register information. For production orders that are tied to sales orders, default prices are based on pricing information entered on the *Parent BOM Maintenance* screen, which has 3 different pricing options:

- Item Price
- Cost Rollup = Roll up of costs + % (includes additional costs)
- Component Price = Roll up of component prices + (additional costs x %) This means 0% = no costs; 120% = cost + 20%.

Outsourcing

You can outsource produced-parent items. Outsourcing is a process where a distributor sends an item to a third party for some kind of treatment or assembly.

This item is then returned to the distributor as a new part number. For example, screws may be set up as item I100-Screw. I100-Screw may be sent to a vendor for heat treating, and when returned, it is item I100HT-Heat Treated Screw. Additional costs may be added for outsourcing as with standard production.

When you enter a parent item on the *Parent BOM Maintenance* screen in MC, you can access the *Production* view to indicate whether to outsource the item and which vendor to use.

Parent Item

An item that is made up of component items; it is also known as a finished good. Parent items are either produced for stock or produced for a specific sales order. Parent items are either actually produced, and the produced parent item is shipped (production) or no production takes place, and the component items are shipped instead of the parent item (kitting). When a parent item is entered on a sales order, if there is not enough of the parent item on hand and the item is a produced (vs. kitted) item, the system asks you whether to create a suggested production order for the backordered parent items. Once created, the suggested production order is then tied to the sales order line from which it was created.

Partial

A condition that occurs during production where less than complete amount is produced.

Produced Item

A parent item that is produced in a facility based on information provided on the production ticket.

Producible Quantity

A quantity of a parent item that may be fully produced by utilizing the committed plus WIP quantities of each component. For example, a parent item widget contains the components: 1 screw, 1 bolt, and 1 nut. The quantity to produce is 10. If there are 10 screws committed, 10 bolts committed, and 7 nuts committed, the producible quantity is 7 because based on committed quantities for the components, only 7 complete widgets can be produced.

Production Process

Indicates to the system that the assembly is put together through the production process. When a parent item is put together through the production process, you enter a production order and print a production ticket, which lists the parent item to produce and each component that is needed to produce the parent item. The production personnel put the parent item together using the components. Once completed, you confirm that production has occurred and run a production register. While running the production register, the system depletes the component quantities and increases the parent quantities. The parent is then available for picking/shipping.

Reservation Information

Items on order that are expected to arrive at the warehouse may have stock reservations placed against them. These reservations are from sales orders, warehouse transfers, and production orders that need the expected merchandise.

For example, a production ticket to produce 500 units of item I355 exists. Of that 500 on order, 100 may be reserved for sales order #123, line #2 (which contains an order of 100 for I355), 50 may be reserved for sales order #234, line #3 (which contains an order of 50 for I355), and 75 may be reserved for transfer #345, line #1 to a satellite warehouse. Once that production ticket is confirmed, the reserved items are committed for those documents that had I355 reserved.

Selection Groups

A selection group is a set of items from which you can select when configuring a parent item. In the Selection Group Maintenance program in MC, you can enter all pertinent information for creating the selection group. The selection groups that you set up in MC are used by the new Configurator feature in the Sales Orders and Manufacturing Control modules.

Single and Multiple Level BOM

You now have the ability to create single- and multi-level Bills of Material (BOM) using the *Parent BOM Maintenance* screen. Single-level BOMs allow you to set up which components are part of a parent item (finished item) including overhead, packaging, and labor costs. You can enter parent items as a single level and also set up parent-item components as parent items. Multi-level BOMs allow you to set up and track the components within parent items as parent items themselves.

Suggested Production Order Generation

A suggested production order is a suggested production run of items and their quantities that are needed to meet replenishment needs or special orders. The system generates suggested production orders based the replenishment path set in the *Replenish* view on the *Warehouse/Item Maintenance* screen in the *Inventory Management* module. The Suggested Production Order feature in MC functions much like the Suggested Purchase Order feature in the *Purchase Orders* module.

When a parent item is entered on a sales order, if there is not enough of the parent item on hand and the item is a produced item (vs. kitted), the system asks whether to create a suggested production order for the parent items that are backordered. Once created, the system ties the suggested production order to the sales order line from which it was created. When the system creates the actual production order, it contains ordered (the amount needed for production), committed, and backordered quantities for each component needed to create the parent item. The system attempts to commit each component of each parent item (for all applicable levels) and backorders what cannot be committed. For each backordered component, the system then asks whether to create suggested transfers, purchase orders, or production tickets for the backordered quantity. In MC, you can access the *Suggested Production Entry* program to create suggested production orders. The system also accesses this program from the *Sales Orders* module if a produced-parent item is not available for shipment. The Suggestion Production Order feature is available for produced-parent items or for components of kitted items if the component is itself a produced-parent item.

Reconfiguration Mode

Reconfigure Mode allows you to enter a parent item with standard components on a sales or production order and add, delete, or substitute components rather than use components to produce a parent item from scratch. A production ticket printed in reconfiguration mode indicates to warehouse personnel to start with the

parent item listed on the production ticket and modify it to create a similar parent item.

Reconfiguration is useful when a customer orders a parent item that is very similar to another parent item but is not exactly the same. For example, a wholesale distributor may sell an item (IP100) which consists of a piece of pipe with two pipe connectors, one on each end. IP100 may be a parent item which is stocked and its components are a 6-inch pipe and two 8-inch pipe connectors. Very often, customers place orders for IP100 except that they want to switch out one of the 8-inch pipe connectors and replace it with another size pipe connector on one end. In this scenario, rather than build this item from scratch starting with all the components, the wholesale distributor wants to start with the parent item IP100 and simply replace one of its components.

In confirmation of a reconfiguration order, the on-hand quantity for the parent item remains unchanged, and the system decreases the on-hand quantity for components added to the parent and increases the on-hand quantity for components removed from the parent unless the components are scrapped.

Work-in-Process (WIP) Option

For produced-parent items, the Work-in-Process (WIP) option provides you with the ability to place quantities in work-in-process as well as post work-in-process to the General Ledger before the production takes place and before production is confirmed. On the *Item Inquiry* screens throughout the system, you can access the *Warehouse* tab to review the WIP and WIP transaction quantities.

You can use the *Production Confirmation* program in MC to indicate whether you are confirming that the items are complete (produced) or placing items in the WIP stage. If you are placing items in the WIP stage, the system removes component items from on-hand inventory quantities and moves them from committed to WIP. When you run the MC *Production Register* program, the system makes the proper GL postings to take components out of on-hand and committed inventory and places them in the WIP inventory. When the parent items are complete, you can use the MC *Production Confirmation* program to indicate that production is complete. Once production is complete for an item, the component items are no longer in work-in-process, and the parent item moves from on-order to on-hand. When you next run the MC *Production Register* program, the system makes the proper GL postings, takes components out of work-in-process inventory, and increments the parent item's inventory count.

Waster Factor

A waste factor is a percentage amount used to ensure that enough of a component is ordered to complete a production run for a parent item by accounting for regular occurrences of broken components. For example: When making a table, you put together a table top and four legs. For every 5 tables produced, a table leg is broken. Therefore when making 5 tables, you need 1 extra leg in addition to the 20 needed (4 per table). A waste factor may be set for the table legs at 5% indicating that for every 20 table legs used, 1 additional leg is needed. When producing tables, the waste factor of 5% is used to calculate the number of table legs needed. If producing 25 tables, you need the following components:

25 table (1 top per table) x (25 tables)

tops

105 table (4 legs per table) x (25 tables) = 100
legs table legs and a 5% waste factor x (100
 table legs) = 5 table legs

The system utilizes waste factors in the assembly mode of production entry. On the *Parent BOM Maintenance* screen, you can select the *Component* view to set waste factors by component for a parent item and the *Production* view to select whether to use the waste factor percentage(s).

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