

Production system: Export

Module of reference items editing and sales management system with orders and invoices creation

Manual English Ver. 2.2

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Module overview

Export system module is presented with "Sales" sub-system in **iKvant**. The "Sales" section allows user to create and manage orders with support for the complete sales process from management to invoices and viewing of basic statistics. Also allows user to edit the list of customers, finished goods, special prices and a large number of other different reference types in the system.



General structure

Export system allows user to manage items of order, invoices and different reference types in whole production system with usage of next list of sections:

- 1. Articles and article attributes editing.
- 2. Customers list management.
- 3. Special prices list management.
- 4. Orders creation and management.
- 5. Packing lists for orders from production receive and edit.
- 6. Invoice creation for completed production orders.
- 7. Invoice custom creation without production.



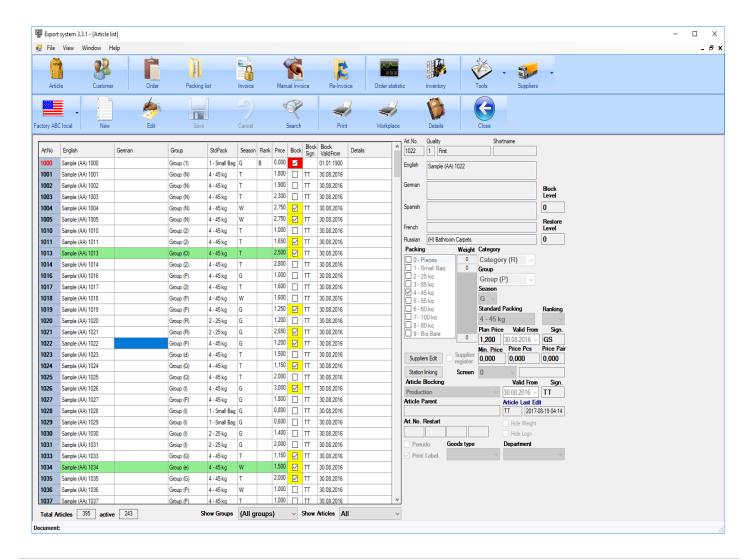
Article list management

Article section in Export system allows to make all operations connected to the management of finished goods articles list in the system. This toolbox present to users such possibilities as:

- Creation of new articles and editing of existing ones.
- Managing of related attributes as groups and sub-groups of articles.
- Assignment of important properties as name, weight, quantity of item pieces in the package.
- Editing of all other properties of finished good article presented and approved for factory workflow.
- Editing and assignment of packing types approved for the article.

Article section also perform assignment of articles for availability at production workflow for making new packed items at Scale module by choosing actual status from:

- Active
- Blocked
- Blocked without order
- Blocked only for orders



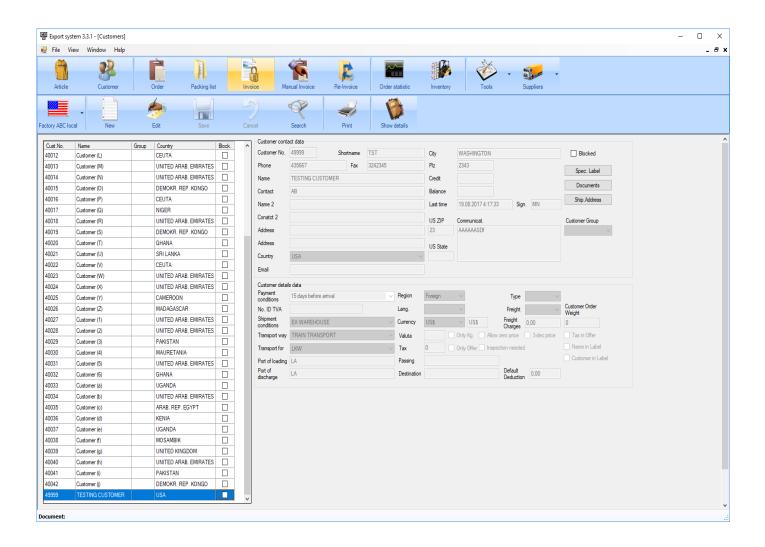


Customer list management

Customer section in Export system is dedicated to make all operations connected to the management of customers list in the system. This toolbox present to users such possibilities as:

- Creation of new customers and editing of existing ones.
- Managing of related attributes as groups and address of customers.
- Assignment of important properties as name, contact information, calculation types.
- Editing of all other properties of customers presented and approved for factory workflow.
- Editing of special extended data as special documents folder, special label format and other.

Customer section also perform assignment of customers for availability at order creation and customer data usage by setting this customer blocked or active for use.





Orders creation and management

Order section in Export system is serving for initial creation and future management of orders information in the system. Orders are serving for special production connected to the customer wish and assignments of finished goods taken from stock. All system managed loadings for shipments are based on orders. Also most of invoices created in the system are based on closed orders coming from production or inventory finished goods.

In first step orders are created with Order section and filled with:

- Basic order parameters as customer, planned loading and completion dates.
- All extended attributes of the order with destination place, notes descriptions and other.
- List of articles planned to be included into the order with its numbers, quantities, packing information and so on. All of these parameters are handled automatically with user's data substitution with reference data automatically taken by the system from related sections of articles, packings, customer data and special customer's prices.
- Extended information which relates to the order and available for creation and storage in sub-sections linked with its definition. These are such sections as transport declaration, extended documentary information, special descriptions and so on.

After order creation, there will be suitable a number of steps to make it into status as:

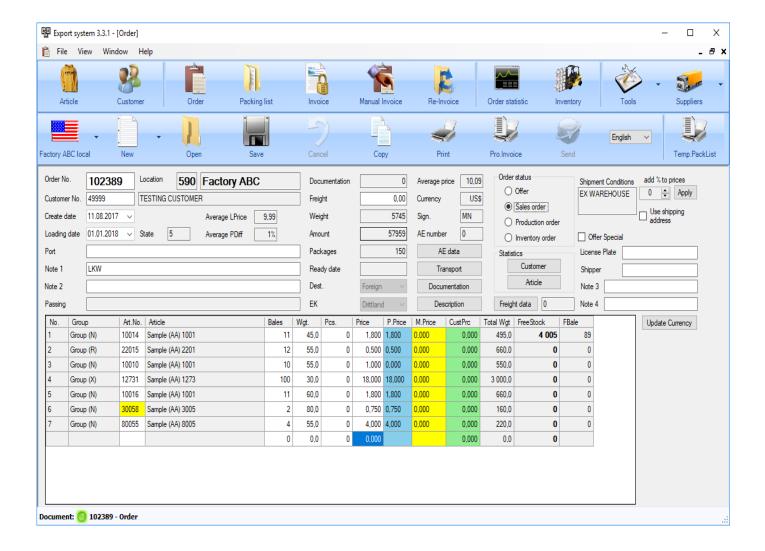
- Offer discussed with customers.
- Order agreed Offer, saved in the system.
- Production Order ready Order sent to production of new or missing finished packed items.
- Inventory Order ready Order sent to loading with items only from storage.

Existing orders could be copied from previously created ones to save time of user. All summery parameters of opened order will be calculated and substituted automatically per user's edits.



For all such kinds of status there are suitable report types available in the system, which could be printed directly from Order section. These will be reports as:

- Offer report.
- Order report.
- Preview Invoice report.
- Temporary Packing List report.



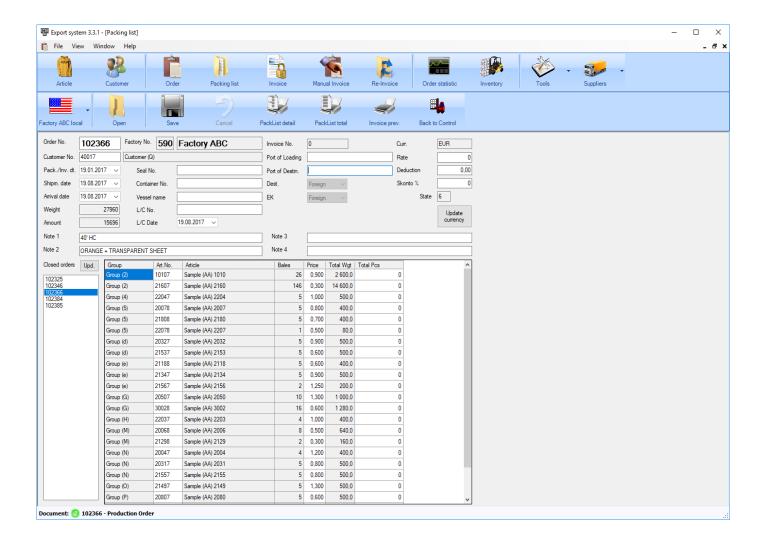


Packing list management

Packing list section in Export system allows to manage packing lists coming from production in the system, which were closed in Control – Loading section. Most of invoices created in the system are based on closed orders coming from production or inventory finished goods.

For saved packing lists there will be possible to make needed reports. These will be reports as:

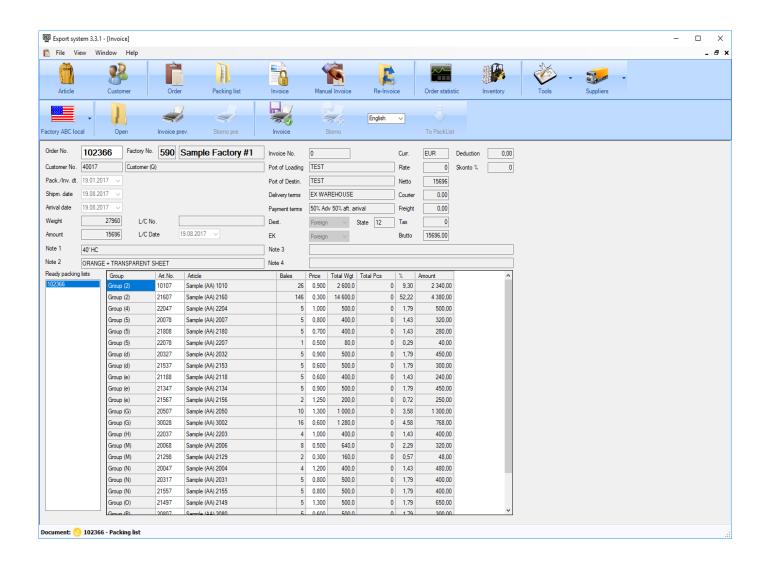
- Packing List totals report with article summaries data.
- Packing List details report with every single packed item information.
- Preview Invoice report.





Invoice management

Packing list section in Export system allows to manage packing lists and edit it parameters to make it ready for invoice section. In next step the Invoice section allows to check and edit final invoice parameters, then save invoice and print invoice report.





Custom Invoice management

Custom invoice section allows to create and edit parameters of free invoice without making order and load any packages from production. This invoice has also linking system managed list of customers and other typical order and invoice data. Also it could contain or not any linking to system articles upon to user need. That is also allows to create custom invoice types as:

- Invoice,
- Credit note,
- Freight invoice,
- Storno invoice,
- Article invoice,
- Special goods invoice,
- Re-Invoice.

