Cancellation of WA-orders

Status: Incomplete

Effect: Cancellation cancels all reservations

Action: no further action necessary

Status: Open

Effect: Cancellation cancels all reservations

Action: no further action necessary

Status: In process

Effect: Cancellation cancels all reservations

Action:

    1. Packing list still has to be closed

Status: Picking

Effect: The cancellation cancels the reservations of articles *that have not yet been picked*. A stock transfer order is created for goods that have already been picked.

Action:

1. The stock transfer order must be processed (the goods must be returned to the picking warehouse).
2. Delete picklist reservation
3. Close packing list

Status: Picking OK

Effect: A stock transfer order is created for the picked goods.

Action:

1. The stock transfer order must be processed (goods must be returned to the picking warehouse).
2. Delete picklist reservation
3. Close packing list

Blocked packed

Effect: Cancellation only possible after the packages have been exploded.

Action:

1. resolve packages
2. Cancellation of the order
3. Processing the stock transfer order
4. Delete picklist reservation
5. Close packing list

Status: Packed

Effect: Cancellation only possible after the packages have been exploded.

Action:

1. resolve packages
2. Cancellation of the order
3. Processing the stock transfer order
4. Delete picklist reservation
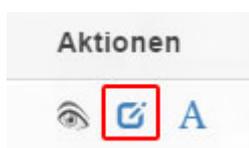5. Close packing list

Status: Sent

Cancellation not possible

Process goods issue orders

Via "Warehouse Management – >Goods Issue Orders", you reach a list with all "Goods Issue Orders".
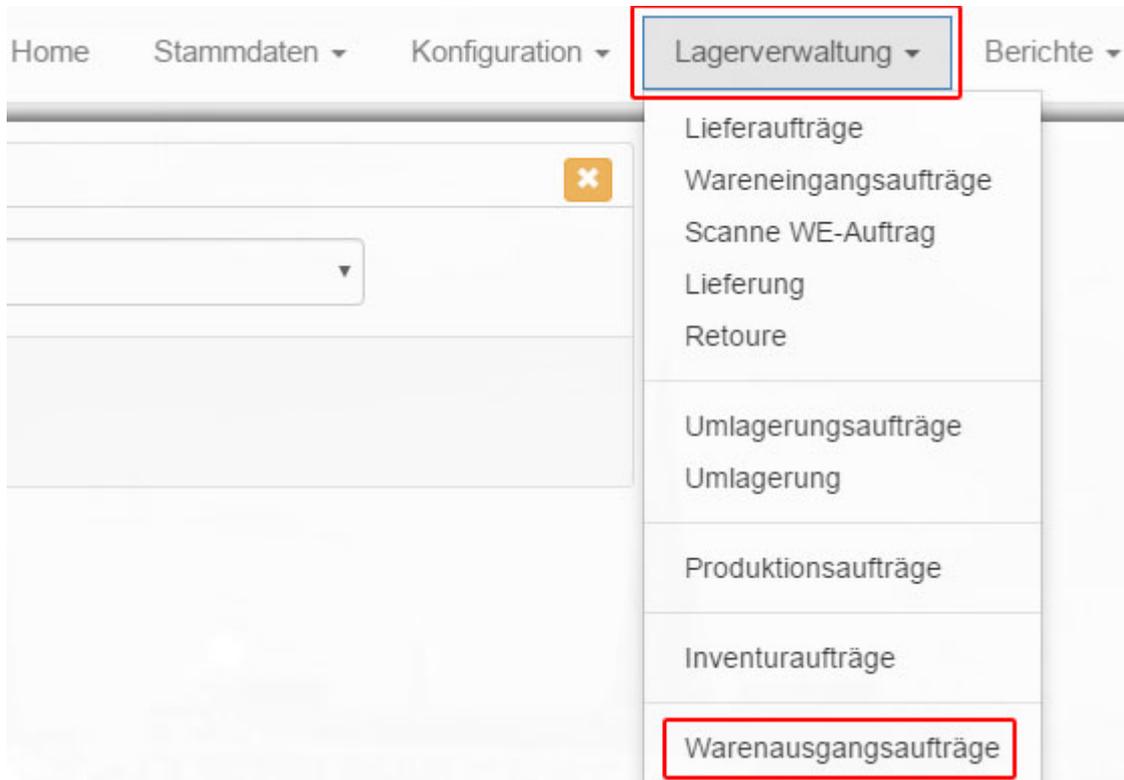
To edit an existing order, click on the "Edit" icon behind the order in the "Actions" column.

The fields "Client", "Warehouse" and "Client order number" are required to be able to reserve "products" for an "Order" at all.

Remember that an order can only be assigned and processed properly if the delivery and address data has been entered.

The order is considered "incomplete" if no recipient and address data are specified and cannot then be processed. Fill in at least these marked fields:
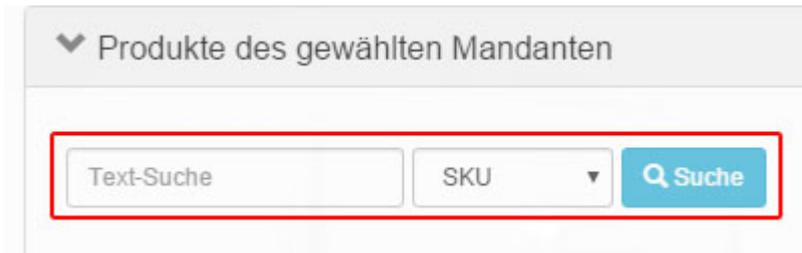

After you have filled in the required fields, click on "Order Item".

You will now be asked to add "products" of the previously selected "Client" to your order.

Search for the desired product using the text field. Possible search criteria are "SKU", "Article name", "Barcode", "EAN",

"Size" and "Design number".

All "products" of the "Client" are now displayed. Add a "product" to the delivery by entering the quantity in the "Auto" column and clicking on the green symbol behind the input field.

Alternatively, you can also reserve "products" in an order via the detailed view of a "product". To do this, click on the blue circle symbol in the "Show details" column behind a "product".

Here you can reserve the "product" automatically or on the basis of a "feature".

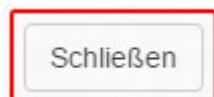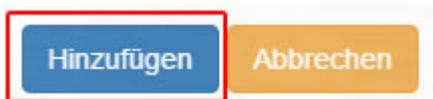Then enter the desired number of "products" to be reserved for the order.

With one click on "Add." Item information, additional information such as an "order date" or a "unit price" can be

added to the reservation.

>Zusätzl. Positionsinformationen

Click on "Add" to reserve the "product" in the order and then on "Close" to return to your created order.

Hinzufügen   Abbrechen

Schließen

Click on "Save".

Speichern   Abbrechen

You will now see a summary of your processed order.

Now you can also have a "picklist" created for your order.
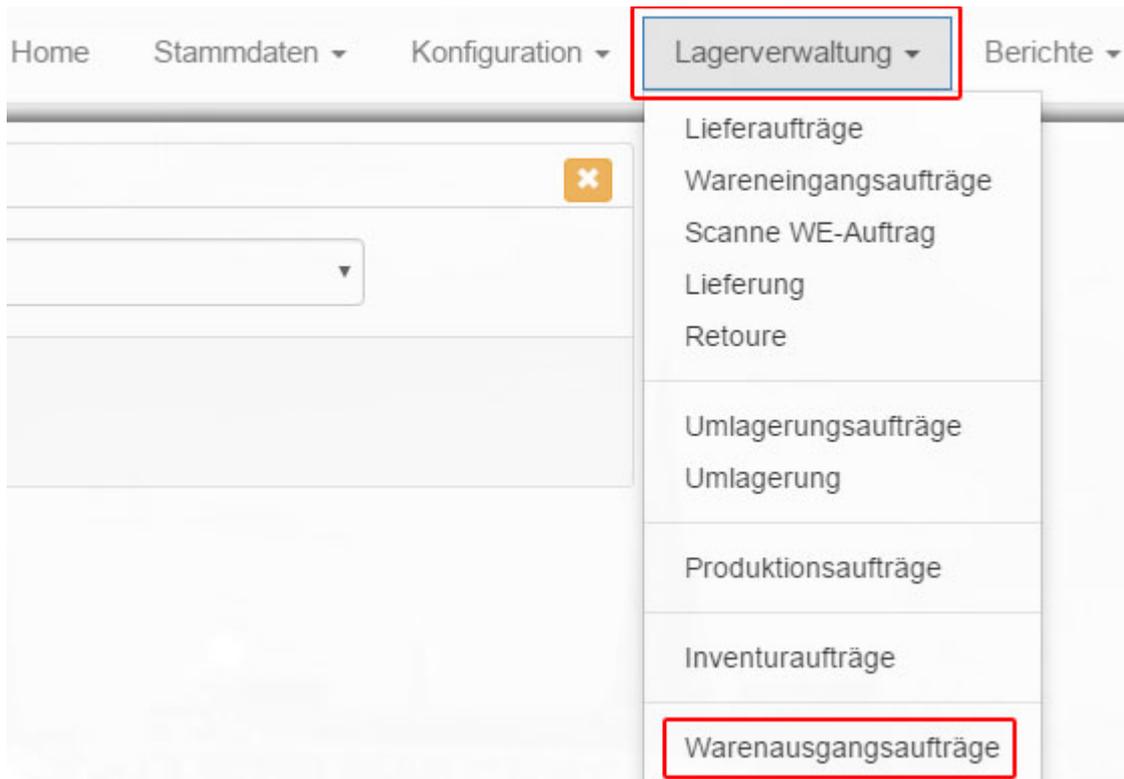
To do this, click on the tab provided.

Auftrag stornieren   ☑ Bearbeiten   A Addressdaten bearbeiten   Pickliste erstellen   KO-Box packen   ❶ Notizen

Now enter a responsible person and click on "Save".
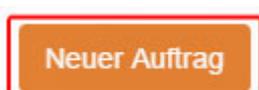
Verantwortlicher

Notizen

Speichern   Abbrechen

Create goods issue orders

Via "Warehouse Management — >Goods Issue Orders", you reach a list with all "Goods Issue Orders".

Click on "New Order" in the upper left corner to create a new "Goods Issue Order".

The fields "Client", "Warehouse" and "Client order number" are required to be able to reserve "products" for an "Order" at all.

Remember that an order can only be assigned and processed properly if the delivery and address data has been entered.

The order is considered "incomplete" if no recipient and address data are specified and cannot then be processed. Please fill in at least the fields marked below:
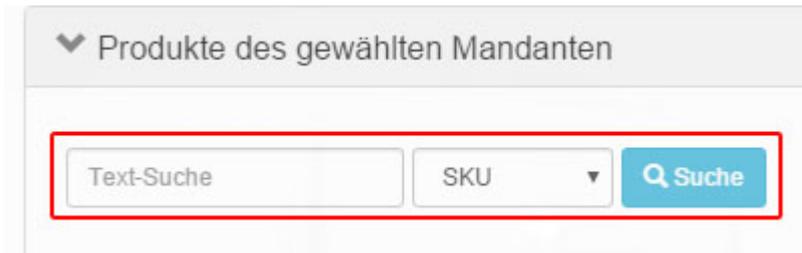

After you have filled in the required fields, click on "Order Item".

You will now be asked to add "products" of the previously selected "Client" to your order.

Search for the desired product using the text field. Possible search criteria are "SKU", "Article name", "Barcode", "EAN",
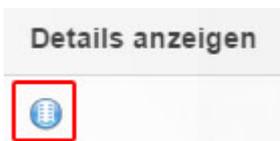
"Size" and "Design number".

All "products" of the "Client" are now displayed. Add a "product" to the delivery by entering the quantity in the "Auto" column and clicking on the green symbol behind the input field.

SKU	Name	Barcode	EAN	Auto
OH1	Slim Line 2000 Induktionskochplatte	🖨 ⦀ VfBbcE	4038437022001	1

Alternatively, you can also reserve "products" in an order via the detailed view of a "product". To do this, click on the blue circle symbol in the "Show details" column behind a "product".
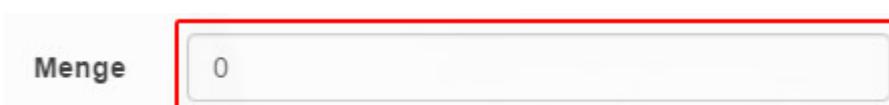

Here you can reserve the "product" automatically or on the basis of a "feature".

Then enter the desired number of "products" to be reserved for the order.

With one click on "Add." Item information, additional information such as an "order date" or a "unit price" can be
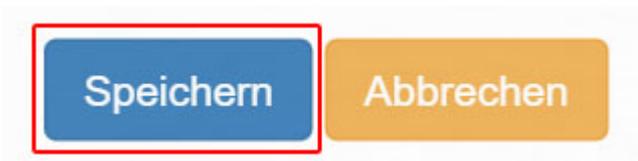
added to the reservation.

Click on "Add" to reserve the "product" in the order and then on "Close" to return to your created order.

Finally click on "Save".

You now see a summary of your newly created order.

Now you can also have a "picklist" created for your order.

To do this, click on the tab provided.

Now enter a responsible person and click on "Save".