

Retek[®] Distribution Management 10.2



GUI User Guide



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- Exact error message received.
- Screen shots of each step you take.

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Chapter 1 – Introduction

This user guide provides you with information to effectively use Retek Distribution Management.

The topics covered in this chapter:

- What is Retek Distribution Management?
- Purpose of this guide
- Prerequisites
- Related documentation

What is Retek Distribution Management?

Retek Distribution Management (RDM) is an N-tier, Web-architected warehouse management system. RDM is the centerpiece of the Retek Logistics Enterprise, a suite of software products that manages and optimizes retail and consumer-direct (catalog, e-commerce) supply chains. RDM streamlines the supply chain for multi-channel retailers, including stores, catalog, and e-commerce retailers. RDM also supports consumer-direct fulfillment capabilities, moving merchandise both to and from the customer faster and at a lower cost.

Features

The features of RDM include:

- Optimizes the flow of merchandise and utilization of resources at warehouses, distribution centers, or fulfillment centers.
- Supports distribution operations across any channel to reach and service customers.
- Supports push, pull, cross-dock, or flow-through distribution environments, in any combination and unit of measure.
- Supports customization by users.
- Supports multiple languages.

Benefits

The benefits of RDM include:

- Reduced errors
- Improved inventory accuracy
- Increased productivity
- Reduced paperwork
- Improved space utilization
- Elimination of physical inventories
- Support of value-added customer compliance programs
- Improved customer service

Purpose of this guide

This user guide concentrates on how to use the components of Retek Distribution Management. It provides you with:

- Overviews of each functional area within the application.
- Step-by-step procedures for completing specific tasks.

Prerequisites

This user guide makes no assumptions about your experience using Retek software applications. However, it does assume the following:

- You are familiar with operating a personal computer (PC), keyboard, and mouse.
- You are familiar with Microsoft Window 98 operating systems or higher and Internet Explorer 5.0 web browser or higher.
- All components of the software application have been successfully installed.

Related documentation

Additional documentation for Retek Distribution Management is available. That documentation includes:

Name of Manual	Description
Installation Guide	<ul style="list-style-type: none">• Hardware, software, and browser requirements.• Installation instructions.
Operations Guide	<ul style="list-style-type: none">• Volume 1 - Functional overviews• Volume 2 - Error codes
Data Model	<ul style="list-style-type: none">• Relational integrity diagrams• Table names and descriptions• Column summaries• Primary and foreign keys• Check constraints
Online Help	<ul style="list-style-type: none">• Full help system accessible from Help menu. Context-sensitive help accessible from the Help icon on each primary window.
Reports	<ul style="list-style-type: none">• Brief summaries and examples of the reports that may be generated in RDM.

Chapter 2 – Navigation and security

This chapter describes the navigation and security features of Retek Distribution Management (RDM). Passwords and privilege levels are discussed. Information on how to log on to and exit RDM is presented. An introduction to the help features of this application is also provided.

Security

RDM features two security measures: passwords and privilege levels.

Passwords

A password is required to access RDM. Logon standards require that you change passwords every 94 days; however, this number is an adjustable system parameter. Passwords must be unique and at least five alphanumeric characters in length.

The system tracks the age of each user's current password and issues an alert at log on time with a message once the password is 90 days old or more. You must change the password by the 94th day or you will not be able to access RDM.

When it is time to change your password, the Change Password window is displayed at logon.

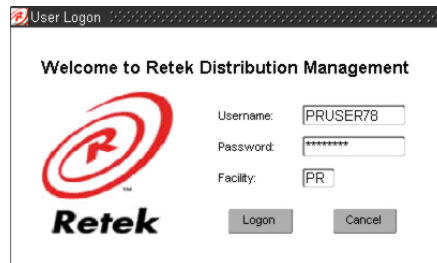
- 1 In the New Password field, enter the new password.
- 2 In the Confirm field, enter the new password again.
- 3 Click **Save**.
- 4 To save your new password, click **Change Password**.

Privilege levels

Each user is assigned a privilege level by the system administrator. Not all menu options and windows in RDM are accessible to users with lower privilege levels. RDM recognizes each user's privilege level and allows menu or window entry accordingly.

Log on to and exit RDM

How you access RDM depends on how the system is set up at your location. Contact your system administrator for instructions. After you have started RDM, you are prompted to log on to the system. Use the exit procedure when you are done using RDM.



User Logon window

Log on to RDM

- 1 On the User Logon window, enter your user name in the Username field.
- 2 In the Password field, enter your password.
- 3 In the Facility field, enter the ID of your facility.
- 4 Click **Logon**. The Retek Distribution Management Menu is displayed.

Exit RDM

- 1 From the main menu, select Exit. The Message Alert window is displayed.

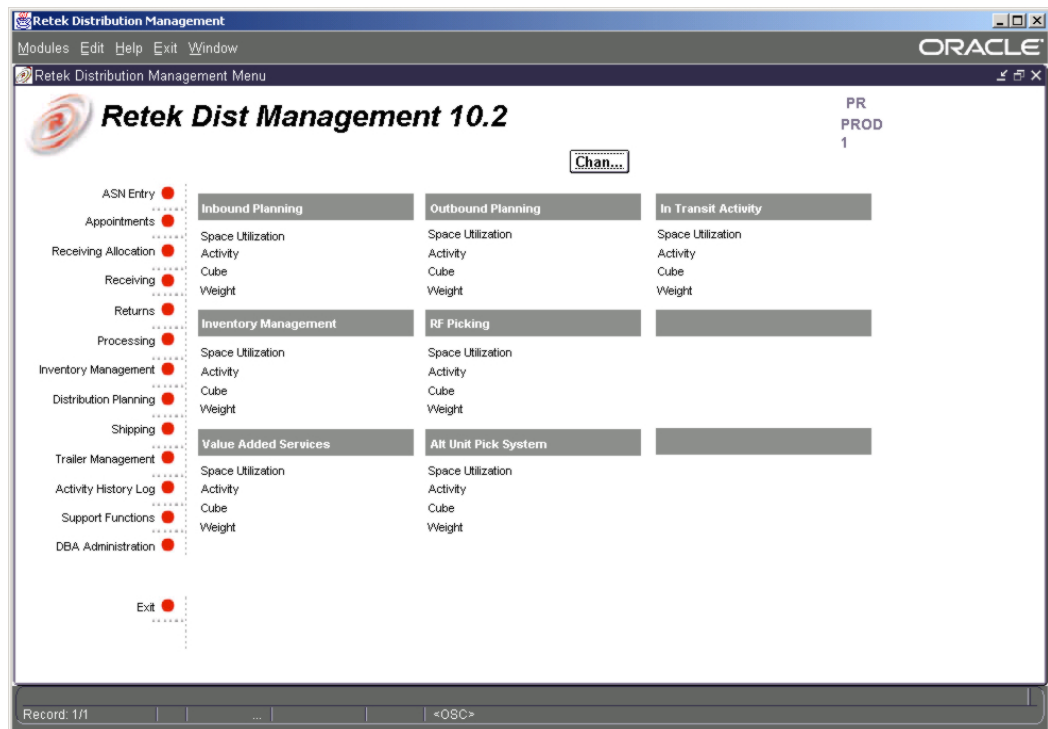


Message Alert window

- 2 When prompted to exit RDM, click **Yes**.

Navigation

After you log on to RDM, the main menu is displayed in the Retek Distribution Management Menu window.



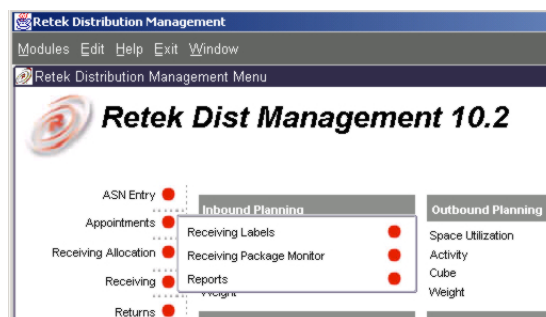
Retek Distribution Management main menu

Navigate the main menu

- 1 Click a menu option on the left side of the window.

Note: The menu options are organized into functional areas within the distribution center. In most cases, submenu options are displayed when you select a menu option.

- 2 Click a submenu option to open a window in order to complete a task.




Receiving Allocation submenu

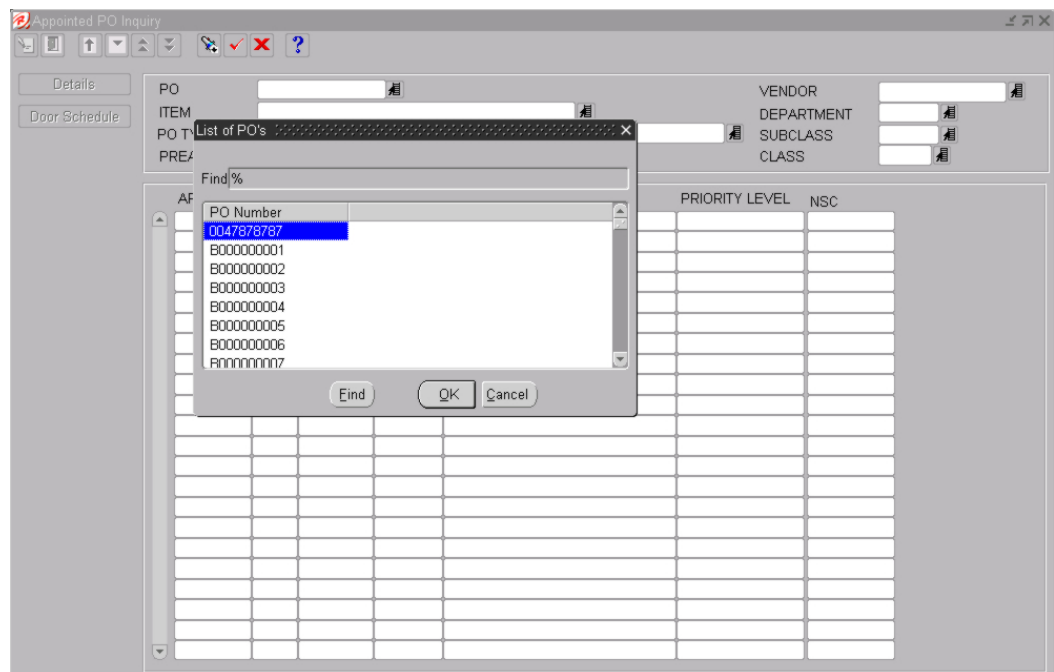
Window tools

There are several tools within a window that you can use to complete your tasks quickly and easily:

- LOV buttons
- Calendar buttons
- Application toolbars


LOV buttons


An list of values (LOV)  button to the right of a field indicates that there is a list of values from which you can choose in order to fill in the field.



List of Values window for the PO field

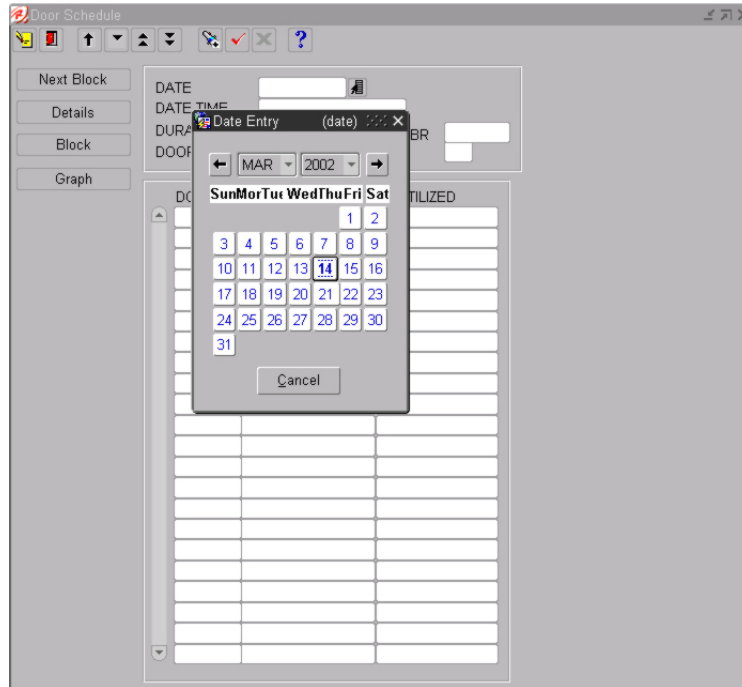
Select a value from a list of values

- 1 Click the LOV  button. The list of values is displayed.
- 2 Select a value from the list and click **OK**. The selected value is entered automatically in the corresponding field.

Note: In many windows throughout RDM, you must first click the enter query  button before you can access the list of values.


Calendar buttons

The calendar button allows you to view a monthly calendar and select a date. The button is found to the right of a date field. When you select a date from the calendar, the date field is automatically filled in with your selection.



Date Entry window for the Date field

Select a date using the calendar button

- 1 Click the calendar  button. The Date Entry window displays the current date.
- 2 To display a preceding or succeeding month, click the left or right arrow buttons. You can also click the down arrow next to the month field and select the month from the drop-down list.
- 3 To display a different year, click the down arrow next to the year field and select the year from the drop-down list.
- 4 Select a date. The date, month, and year are automatically entered in the date field.











Application toolbar

The application toolbar is displayed on each primary window throughout the application. The toolbar buttons on the application toolbar are always the same and are not dependent on the window that is open.




Application Toolbar

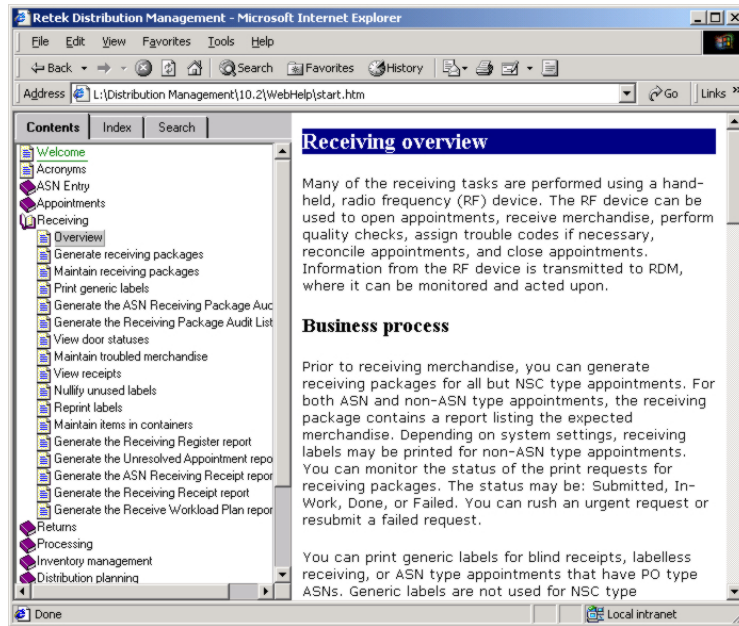
You can perform the following tasks using the toolbar buttons:

- Click the clear  button to clear all the fields on the window. You can then perform another query.
- Click the exit  button to close the window.
- Click the move up  button to select the preceding record on a table.
- Click the move down  button to select the succeeding record on a table.
- Click the scroll up  button to view the preceding group of records on a table.
- Click the scroll down  button to view the succeeding group of records on a table.
- Click the enter query  button to begin a search. The query fields on the window are enabled and LOV buttons are displayed if applicable. You can then enter search criteria.
- Click the execute query  button to perform a search based on the criteria entered in the query fields. If the query fields are blank, all records are displayed on many windows.
- Click the cancel query  button to cancel a query and clear the query fields.
- Click the help  button to access context-sensitive help for the current window.

Online help

The online help can be accessed in the following ways:

- From the Help menu on the menu bar, select Help Topics. A general topic from the online help is displayed. You have access to the table of contents, an index, and a search function in order to search for specific topics.
- Click the help  button on the application toolbar. A topic specific to the current window is displayed.



Online help

Chapter 3 – ASN entry

Overview

Advanced shipment notices (ASN) may be entered directly into the system with a standard web browser and Internet or intranet connection. This feature offers low cost, global access to an existing Internet infrastructure. After ASNs are entered, inbound freight scheduling can be handled in the standard way.

If you log on as a valid vendor, the ASNs that are associated with your vendor number are automatically displayed. You see only those details pertaining to your user ID and vendor number. Retail users have access to the details associated with all vendors.

The ASN may be one of the following types:

- Container type ASN: Merchandise comes to the distribution center in containers with UCC128 labels. Typically, these labels are provided by the vendor. These are usually cross-docked items.
- Purchase order (PO) type ASN: Merchandise shares the same ASN, PO, and destination ID. Merchandise does not come with UCC128 container labels.

Business process

You begin adding an ASN by entering header details. Before continuing, you must indicate whether the ASN is a PO type ASN (Type P) or a container type ASN (Type C).

If the ASN is a PO type ASN, you can add all line items on a selected PO or add line items individually from one or multiple POs.

If the ASN is a container type ASN, you add a container. Next, you can add all line items on a selected PO or add individual line items from the selected PO. A container may contain line items from a single purchase order only.

Two additional features are available for adding containers and items to container type ASNs:

- Copy: You can add a container and its contents to an ASN by copying an existing container from the same ASN. The new container will have the same PO, line item, and unit quantity per case.
- Replicate: You can add multiple containers by providing the details once and entering the number of containers that share those same details.
- Only manually entered ASNs may be edited in RDM. ASNs received from the host system or via electronic data interchange (EDI) can not be edited.

Reports

There are no reports that pertain to ASN entry.

Procedures

Add a container type ASN

- ➡ **Navigate:** From the main menu, select ASN Entry. The ASN Header Entry window is displayed.


ASN	TYPE	CNTR QTY	CARRIER	BOL NBR
5540354935	C	24	Default Carrier	

ASN Header Entry window

Add an ASN

- 1 On the ASN Header Entry window, click **Create Record**. The Create/Modify window is displayed.

Create/Modify window

- 2 In the ASN field, enter the ASN number.
- 3 In the Type field, enter C. The choices are C (container) and P (purchase order).
- 4 In the Carrier Code field, enter the code for the carrier, or click the LOV  button and select the carrier.

- 5 In the BOL Nbr field, enter the bill of lading number.
- 6 In the Cont Qty field, enter the number of inbound containers that are expected.
- 7 Click **Save** to save the changes and close the Create/Modify window.

Add a container to the ASN


Note: Use the add procedure to add containers to an ASN one-by-one.


- 1 On the ASN Header Entry window, select the container type ASN that you want to edit.
- 2 Click **Details**. The ASN Container Entry window is displayed.

ASN Container Entry window

- 3 Click **Create Record**. The Create/Modify window is displayed.

Create/Modify window

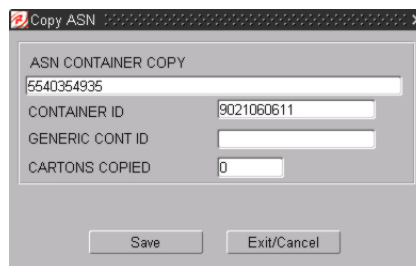
- 4 In the Container ID field, enter the ID of the container.
- 5 In the PO Nbr field, enter the number of the purchase order, or click the LOV  button and select the purchase order.

- 6 In the Dest ID field, enter the ID of the destination, or click the LOV  button and select the destination.
- 7 Enter any additional details as necessary.
- 8 Click **Save** to save the changes and close the Create/Modify window.

Copy a container

Note: Use the copy procedure to add another container that contains the same items and quantities as an existing container.

- 1 On the ASN Header Entry window, select the container type ASN that you want to edit.
- 2 Click **Details**. The ASN Container Entry window is displayed.
- 3 Select the container that you want to copy.
- 4 Click **Copy Record**. The Copy ASN window is displayed.



Copy ASN window

- 5 In the Generic Cont ID field, enter the ID of the new container.
- 6 Click **Save**. The number in the Cartons Copied field is incremented by 1.
- 7 To make another copy of the container, enter another container ID in the Generic Cont ID field and click **Save**.
- 8 When you are done copying the container, click **Exit/Cancel**.


Add multiple containers

Note: Use the replicate procedure to add multiple containers with the same details.

- 1 On the ASN Header Entry window, select the container type ASN that you want to edit.
- 2 Click **Details**. The ASN Container Entry window is displayed.
- 3 Click **Replicate Record**. The Replicate window is displayed.

The screenshot shows a window titled "Replicate" with a subtitle "ASN CONTAINER REPLICATE". It contains a list of fields for data entry: ASN (331), PO NBR, DEST ID, WEIGHT, CUBE, LOT NUMBER, EXPEDITE FLAG, DISTRO NBR (NONE), ITEM ID, UOM, UNIT QTY, TICKET TYPE, RETAIL PRICE, ISD, BEST BEFORE DATE, and NUMBER OF CARTONS. Some fields have dropdown arrows. At the bottom are three buttons: "Save", "Exit/Cancel", and "Print Labels".

Replicate window

- 4 In the PO Nbr field, enter the purchase order number, or click the LOV  button and select the purchase order.
- 5 Enter additional details as necessary.
- 6 In the Number of Cartons field, enter the number of containers that you want to add to the ASN.
- 7 Click **Save** to add the containers and close the Replicate window.

Add items to a container

Note: If a container was not copied or replicated, it remains empty until you define the contents.

- 1 On the ASN Container Entry window, select the container that you want to edit.
- 2 Click **Detail Record**. The ASN Container Item Entry window is displayed.

[illegible]

ASN Container Item Entry window

- To add all the unappointed or unreceived items from the current purchase order, click **Add by PO**. The items are displayed on the table.

To add one item from the current purchase order, click **Create Record**. The Create/Modify window is displayed.

Create/Modify

DISTR0 NBR NONE

ITEM ID

UOM

UNIT QTY

TICKET TYPE


RETAIL PRICE

PRI LVL

BEST BEFORE DATE

Save Exit/Cancel

Create/Modify window

- a In the Item ID field, enter the ID of the inbound item, or click the LOV  button and select the item.
- b In the Unit Qty field, enter the number of inbound units.
- c Enter any additional details as necessary.
- d Click **Save** to save the changes and close the Create/Modify window.

Exit the ASN Entry windows


- Click the exit  button to close each window.

Edit a container type ASN





- **Navigate:** From the main menu, select ASN Entry. The ASN Header Entry window is displayed.

Note: If you log on as a vendor, all ASNs associated with your user ID and vendor number are automatically displayed. Only ASNs that were manually entered into RDM may be edited. ASNs received from the host system or via EDI can not be edited.

Display header details for all ASNs

- Click the execute query  button.

Display header details for one ASN

- 1 If any ASNs are currently displayed, click the clear  button.
- 2 Click the enter query  button.
- 3 In the ASN query field, enter the ID of the ASN, or click the LOV  button and select the ASN.
- 4 Click the execute query  button. The header details for the selected ASN are displayed.

Edit header details for an ASN

- 1 On the ASN Header Entry window, double-click the container type ASN that you want to edit. The Create/Modify window is displayed.
- 2 Edit the enabled fields as necessary.
- 3 Click **Save** to save the changes and close the Create/Modify window.

Delete an ASN

Note: An ASN may be deleted if it is not assigned to an appointment or if the status of the appointment is Received.

- 1 On the ASN Header Entry window, select the container type ASN that you want to delete.
- 2 Click **Delete Record**.
- 3 When prompted to delete the record, click **Yes**.

Edit containers on an ASN

Note: A container may not be edited if it is assigned to an appointment that is not yet received.

- 1 On the ASN Header Entry window, select the container type ASN that you want to edit.
- 2 Click **Details**. The ASN Container Entry window is displayed.
- 3 Double-click the container that you want to edit. The Create/Modify window is displayed.
- 4 Edit the enabled fields as necessary.
- 5 Click **Save** to save the changes and close the Create/Modify window.

Delete a container from an ASN

Note: A container may not be deleted if it is already received.

- 1 On the ASN Header Entry window, select the container type ASN that you want to edit.
- 2 Click **Details**. The ASN Container Entry window is displayed.
- 3 Select the container that you want to delete.
- 4 Click **Delete Record**.
- 5 When prompted to delete the record, click **Yes**.

Edit line items on an ASN

- 1 On the ASN Container Entry window, select the container that you want to edit.
- 2 Click **Detail Record**. The ASN Container Item Entry window is displayed.
- 3 Double-click the line item that you want to edit. The Create/Modify window is displayed.
- 4 Edit the enabled fields as necessary.
- 5 Click **Save** to save the changes and close the Create/Modify window.

Delete a line item from an ASN

Note: A line item may not be deleted if it is assigned to an appointment with a status of Open, Pending, Received, or Unreconciled or the container is received.

- 1 On the ASN Container Entry window, select the container that you want to edit.
- 2 Click **Detail Record**. The ASN Container Item Entry window is displayed.
- 3 Select the line item that you want to delete.
- 4 Click **Delete Record**.
- 5 When prompted to delete the record, click **Yes**.


Exit the ASN Entry windows

- Click the exit  button to close each window.

Add a purchase order type ASN

- **Navigate:** From the main menu, select ASN Entry. The ASN Header Entry window is displayed.

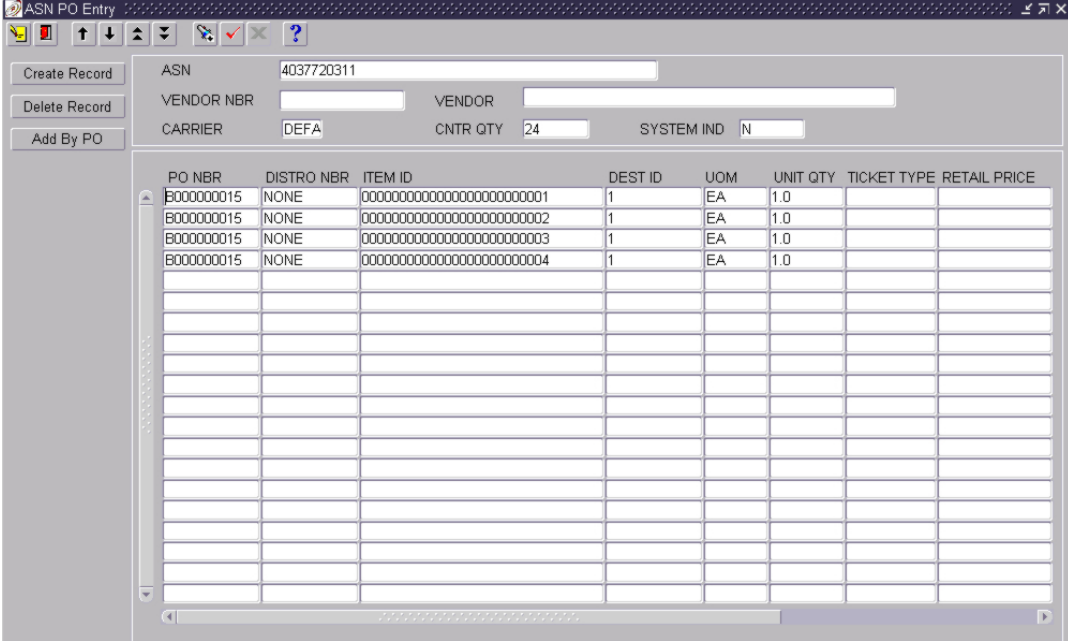
Add an ASN

- 1 On the ASN Header Entry window, click **Create Record**. The Create/Modify window is displayed.
- 2 In the ASN field, enter the ASN number.
- 3 In the Type field, enter P. The choices are C (container) and P (purchase order).
- 4 In the Carrier Code field, enter the code for the carrier, or click the LOV  button and select the carrier.
- 5 In the BOL Nbr field, enter the bill of lading number.
- 6 In the Cont Qty field, enter the number of inbound containers that are expected.
- 7 Click **Save** to save the changes and close the Create/Modify window.

Add PO/items to the ASN

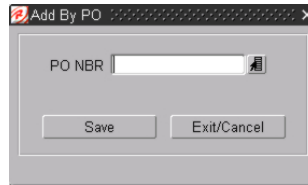
Note: Step two explains how to add all items from a selected PO. Step three explains how to add a single line item from a selected PO.

- 1 On the ASN Header Entry window, select the PO type ASN that you want to edit. The ASN PO Entry window is displayed.







ASN PO Entry window

- 2 To add all items on a purchase order:
 - a Click **Add by PO**. The Add by PO window is displayed.



Add by PO window

- b In the PO Nbr field, enter the purchase order number, or click the LOV  button and select the purchase order.
- 3 To add a line item from a purchase order:
 - a Click **Create Record**. The Create/Modify window is displayed.
 - b In the PO Nbr field, enter the purchase order number, or click the LOV  button and select the purchase order.
 - c In the Item ID field, enter the ID of the inbound item, or click the LOV  button and select the item.
 - d In the Unit Qty field, enter the number of inbound units.
 - e In the Dest ID field, enter the ID of the destination, or click the LOV  button and select the destination.
 - f Enter any additional details as necessary.
 - g Click **Save** to save the changes and close the Create/Modify window.

Exit the ASN Entry windows


- Click the exit  button to close each window.

Edit a purchase order type ASN





- **Navigate:** From the main menu, select ASN Entry. The ASN Header Entry window is displayed.

Note: If you log on as a vendor, all ASNs associated with your user ID and vendor number are automatically displayed. Only ASNs that were manually entered into RDM may be edited. ASNs received from the host system or via EDI can not be edited.

Display header details for all ASNs

- Click the execute query  button.

Display header details for one ASN

- If any ASNs are currently displayed, click the clear  button.
- Click the enter query  button.
- In the ASN query field, enter the ID of the ASN, or click the LOV  button and select the ASN.
- Click the execute query  button. The header details for the selected ASN are displayed.

Edit header details on an ASN

- On the ASN Header Entry window, double-click the PO type ASN that you want to edit. The Create/Modify window is displayed.
- Edit the enabled fields as necessary.
- Click **Save** to save the changes and close the Create/Modify window.

Delete an ASN

Note: An ASN may be deleted if it is not assigned to an appointment or if the status of the appointment is Received.

- On the ASN Header Entry window, select the PO type ASN that you want to delete.
- Click **Delete Record**.
- When prompted to delete the record, click **Yes**.

Edit line items on an ASN

Note: Line items may not be edited if the ASN is assigned to an appointment.

- 1 On the ASN Header Entry window, select the PO type ASN that you want to edit.
- 2 Click **Details**. The ASN PO Entry window is displayed.
- 3 Double-click the line item that you want to edit. The Create/Modify window is displayed.

The screenshot shows a 'Create/Modify' window with the following fields and values:

PO NBR	8000000015	DEST ID	1
ITEM ID	00000000000000000000000000000001	TICKET TYPE	
UOM	EA	IN STORE DATE	
UNIT QTY	1.0	BEST BEFORE DATE	
RETAIL PRICE		PRI LVL	0
DISTRO NBR	NONE		

Buttons: Save, Exit/Cancel

Create/Modify window

- 4 Edit the enabled fields as necessary.
- 5 Click **Save** to save the changes and close the Create/Modify window.

Delete a line item from an ASN

Note: A line item may not be deleted if it is assigned to an appointment with a status of Open, Pending, Received, or Unreconciled.

- 1 On the ASN Header Entry window, select the PO type ASN that you want to edit.
- 2 Click **Details**. The ASN PO Entry window is displayed.
- 3 Select the line item that you want to delete.
- 4 Click **Delete Record**.
- 5 When prompted to delete the record, click **Yes**.

Exit the ASN Entry windows


- Click the exit  button to close each window.

Generate receiving labels for container type ASNs





- **Navigate:** From the main menu, select ASN Entry. The ASN Header Entry window is displayed.

Note: If you log on as a vendor, all ASNs associated with your user ID and vendor number are automatically displayed.

Display header details for all ASNs

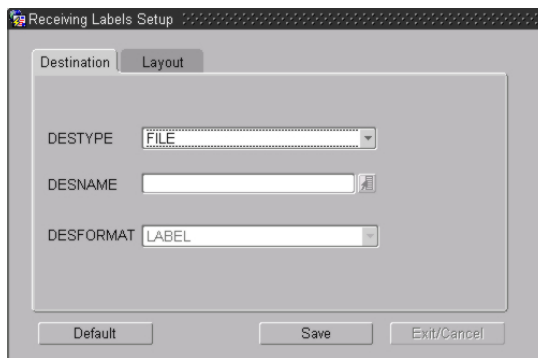
- Click the execute query  button.

Display header details for one ASN

- If any ASNs are currently displayed, click the clear  button.
- Click the enter query  button.
- In the ASN query field, enter the ID of the ASN, or click the LOV  button and select the ASN.
- Click the execute query  button. The header details for the selected ASN are displayed.

Print receiving labels

- On the ASN Header window, select the container type ASN for which you want to print labels.
- Click **Details**. The ASN Container Entry window is displayed.
- Select a container.
- Click **Print Labels**. The Receiving Labels Setup window is displayed.



The screenshot shows the 'Receiving Labels Setup' window with two tabs: 'Destination' and 'Layout'. The 'Layout' tab is active. It contains three fields: 'DESTTYPE' with a dropdown menu showing 'FILE', 'DESNAME' with a text input field and a small icon to its right, and 'DESFORMAT' with a dropdown menu showing 'LABEL'. At the bottom of the window are three buttons: 'Default', 'Save', and 'Exit/Cancel'.

Receiving Labels Setup window

- 5 In the Destype field, select the type of destination.
 - 6 In the Desname field, select the name of the destination.
- Note:** To return to the default settings, click **Default**.
- 7 To view the layout of the report, click on the Layout tab.
 - 8 Click **Save**. The labels are sent to the selected destination.

Chapter 4 – Appointments

Overview

An appointment is an arrangement to receive merchandise into the distribution center at a specified time and place. A valid appointment consists of the following details: date, time, and receiving door. Advanced shipment notices (ASN) or purchase orders with items and unit quantities are associated with appointments.

The receiving window, or window of opportunity, for an appointment is based on the Deliver Not Before and Deliver Not After dates found on a purchase order. Only one trailer may be assigned to an appointment, but one trailer may contain merchandise from multiple purchase orders or some of the merchandise from one purchase order.

The system tracks the status of an appointment from the moment it is entered into the system. The status may be:

- **Unscheduled (Unsc):** The appointment was entered into the system without one or more of the following: date, time, or receiving door. A receiving package is not generated for unscheduled appointments.
- **Scheduled (Schd):** The appointment appears on the calendar. The merchandise to be received may or may not be known.
- **Pending (Pend):** A receiving package was printed in anticipation of the arrival of the expected merchandise.
- **Open (Open):** The trailer that is associated with the appointment is being unloaded.
- **Unreconciled (Unrc):** The appointment has some discrepancies concerning what was received. The appointment must be reconciled. The door, however, is available for another appointment.
- **Received (Rcvd):** The expected merchandise was received during the appointment.

Business process

An appointment may be entered into the system with minimal information. If the date, time, and receiving door are entered, the appointment appears on the calendar. Otherwise, it is held in the system as an unscheduled appointment.

The details of an appointment are entered from purchase orders or ASNs. Purchase orders and items are generally received from the host system. Purchase orders may also be created automatically in RDM from store to DC transfers. ASNs may be received from an external source or entered manually.

Several types of appointments may be entered into the system:

- Non-ASN/Non-NSC: Appointment details are entered from purchase orders. Casepack quantities are known. Lot numbers can be entered for items on this type of appointment. (NSC means non-specified casepack.)
- Non-ASN/NSC: Appointment details are entered from purchase orders. Casepack quantities are not known.
- ASN/NSC: Appointment details are entered from ASNs. Casepack quantities are known for container type ASNs but unknown for PO type ASNs.
- ASN/Non-NSC: Appointment details are entered from ASNs. Casepack quantities are known.

As you set up an appointment, you can indicate whether quality assurance or vendor audit checks should be made on the merchandise when it is received. In such cases, you can indicate the sampling percentages and number of containers at the style level.

Unscheduled appointments (those without a date, time, or receiving door) can be scheduled when the missing details are known. You can access schedules for receiving doors in order to 1) schedule unscheduled appointments, 2) change existing schedules, 3) block or unblock access to doors, or 3) view a bar chart that shows utilization percentages by door for a specified date.

You can look up appointments, ASNs, and purchase orders in the Appointments module.

Reports

There are two versions of the Appointment Schedule report:

- When requested from the Appointment Schedule window, the report lists all scheduled appointments for the specified date.
- When requested from the Unscheduled Appointment Inquiry window, the report lists all unscheduled appointments.

The Appointment Compliance report lists all appointments received on a specified date that have trouble codes.

Procedures

View appointments


- **Navigate:** From the main menu, select Appointments > Appointed PO Inquiry. The Appointed PO Inquiry window is displayed.

APPT NBR	ASN	STATUS	DOOR	DATE TIME	PRIORITY LEVEL	NSC
895	N	SCHD	RD03	01/08/2002 14:59:24		Y
381	Y	PEND	RD01	10/15/2001 08:20:10	0	N
351	N	PEND	RD01	10/11/2001 09:01:01	0	N
33	N	PEND	RD01	08/17/2001 08:40:08	0	N




Appointed PO Inquiry window

Note: You can also access this window from the PO Inquiry window.


Display all appointments

- Click the execute query  button.

Display a subset of the appointments

- 1 If any appointments are currently displayed, click the clear  button.
- 2 Click the enter query  button.
- 3 In the one or more of the query fields, enter the desired criteria.
- 4 Click the execute  query button. The appointments that match the criteria are displayed.

View the details of an appointment

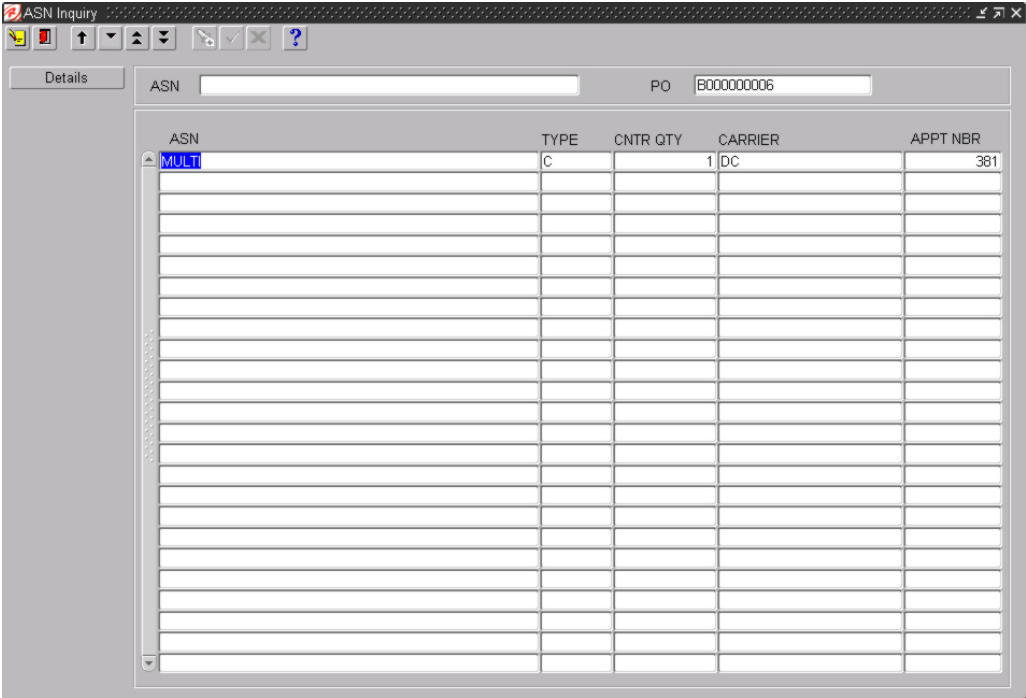
- 1 On the Appointment PO Inquiry window, select the appointment that you want to view in detail.
- 2 Click **Details**. The details are displayed in the appropriate detail window.
- 3 Click the exit  button to close the detail window.

Exit the Appointed PO Inquiry window

- Click the exit  button to close the window.




View ASNs

- **Navigate:** From the main menu, select Appointments > ASN Inquiry. The ASN Inquiry window is displayed.



ASN Inquiry window

Display ASNs

- 1 If any ASNs are currently displayed, click the clear  button.
- 2 Click the enter query  button.
- 3 Enter criteria in one or both of the query fields.
- 4 Click the execute  query button. The ASNs that match the criteria are displayed.


View purchase orders

- ➡ **Navigate:** From the main menu, select Appointments > PO Inquiry. The PO Inquiry window is displayed.





PO	DOC TYPE	STATUS	VENDOR	DNB DATE	DNA DATE	TERMS
B000000005	P	A	Vendor 0001230002	08/07/2001	08/31/2002	

PO Inquiry window

Display all purchase orders

- Click the execute query  button.

Display one purchase order



- If any purchase orders are currently displayed, click the clear  button.
- Click the enter query  button.
- In the PO query field, enter a purchase order number, or click the LOV  button and select the purchase order.
- Click the execute  query button. The selected purchase order is displayed.

Maintain appointment schedules

- **Navigate:** From the main menu, select Appointments > Appointment Schedule. The appointments for the current date are displayed in the Appointment Schedule window.

Appointment Schedule window

Display appointments by date

- 1 If any appointments are currently displayed, click the clear  button.
- 2 In the Appointment Date query field, enter a date or click the calendar  button and select the date. The appointments for the selected date are displayed.

Edit an appointment

Note: An appointment with a status of Received may not be edited.

- 1 On the Appointment Schedule window, double-click the appointment that you want to edit. The Create/Modify window is displayed.

Create/Modify window



- 2 Edit the enabled fields as necessary.
- 3 Click **Save** to save any changes and close the Create/Modify window.

Add an appointment


- 1 On the Appointment Schedule window, click **Create Record**. The Create/Modify window is displayed.

- 2 In the Start field, edit the default date and time as necessary.

Note: If you enter all zeroes in the Start field, the appointment is saved as an unscheduled appointment.

- 3 In the Carrier field, enter the carrier code, or click the LOV  button and select the carrier.
- 4 In the Trailer ID field, enter the ID of the trailer, or click the LOV  button and select the trailer.

Note: If you enter a new trailer ID, it is automatically added to the system.

- 5 In the Door field, enter the ID of the receiving door, or click the LOV  button and select the door.
- 6 In the Type field, enter the delivery mode for the trailer. The type may be Live (L), Dropped off (D), or Unknown (X).
- 7 In the Duration field, enter the number of hours unloading is expected to last.
- 8 If the appointment is based on an ASN, enter Y (Yes) in the ASN field.
- 9 If the appointment is for non-specified casepacks (NSC), select the NSC check box.

- 10 If quality assurance or vendor audit checks are to be performed on the appointment at the style level, select the QA and VA check boxes as necessary.

Note: You can enter the sampling percentages when you edit the details of an appointment. If the check boxes are not selected, the vendor's default sampling percentages are used by the system.

- 11 Click **Save** to save the changes and close the Create/Modify window.

Add or edit details on an appointment

- 1 On the Appointment Schedule window, Select the appointment that you want to edit.
- 2 Click **Details**. Depending on the type of appointment, either the Appointment ASN, Appointment Detail, or NSC Appointment Detail window is displayed.
- 3 Edit the details as necessary:
 - Maintain ASN/non-NSC type appointments.
 - Maintain non-ASN/non-NSC type appointments.
 - Maintain NSC type appointments.

Delete an appointment

Note: An appointment may be deleted if 1) labels have not been printed or 2) the merchandise has been received and reconciled for the appointment.

- 1 On the Appointment Schedule window, select the appointment that you want to delete.
- 2 Click **Delete Record**.
- 3 When prompted to delete the record, click **Yes**.

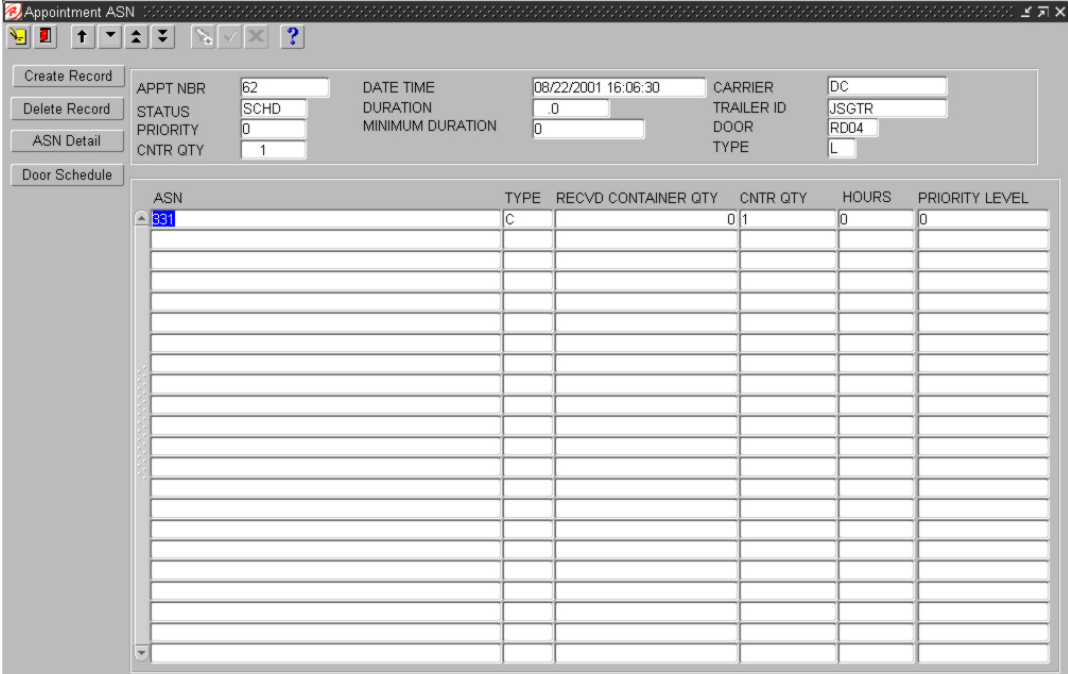
Exit the Appointment Schedule window

- Click the exit  button to close the window.

Maintain ASN/non-NSC type appointments

- **Navigate:** From the main menu, select Appointments > Appointment Schedule. The appointments for the current date are displayed in the Appointment Schedule window.

Search for and select an appointment that has an ASN and the NSC check box is cleared. Click **Details**. The details are displayed in the Appointment ASN window.



The screenshot shows the 'Appointment ASN' window. It has a menu bar with icons for file operations and a toolbar. On the left is a sidebar with buttons: 'Create Record', 'Delete Record', 'ASN Detail', and 'Door Schedule'. The main area contains a form with the following fields:

APPT NBR	62	DATE TIME	08/22/2001 16:06:30	CARRIER	DC
STATUS	SCHD	DURATION	.0	TRAILER ID	JSGTR
PRIORITY	0	MINIMUM DURATION	0	DOOR	RD04
CNTR QTY	1			TYPE	L

Below the form is a table with the following columns: ASN, TYPE, RECVD, CONTAINER, QTY, CNTR QTY, HOURS, and PRIORITY LEVEL. The first row contains the value '331' in the ASN column, 'C' in the TYPE column, and '0' in the HOURS column. The rest of the table is empty.

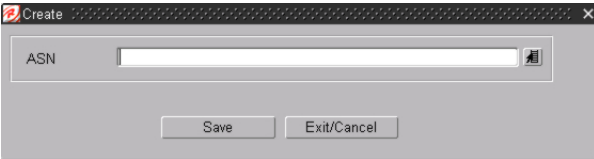
Appointment ASN window

Note: You can access the Appointment ASN window from the Appointment Schedule, Appointment ASN, and Appointed PO Inquiry windows. You can also choose Appointments > Appointment ASN from the main menu.

Add an ASN to an appointment


Note: Only container type ASNs may be added.

- 1 On the Appointment ASN window, click **Create Record**. The Create window is displayed.



The screenshot shows the 'Create' window. It has a title bar with a close button. Inside, there is a text box labeled 'ASN' with a cursor inside. Below the text box are two buttons: 'Save' and 'Exit/Cancel'.

Create window

- 2 In the ASN field, enter the ASN number, or click the LOV  button and select the ASN.
- 3 Click **Save** to save the changes and close the Create window.



Delete an ASN from an appointment

- 1 On the Appointment ASN window, select the ASN that you want to delete.
- 2 Click **Delete Record**.
- 3 When prompted to delete the record, click **Yes**.

Exit the Appointment ASN window

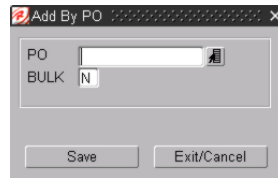
- Click the exit  button to close the window.


Add a PO/line item to an appointment

- 1 On the Appointment Detail window, click **Create Record**. The Create/Modify window is displayed.
- 2 In the PO field, enter the purchase order number, or click the LOV  button and select the purchase order.
- 3 In the Item field, enter the ID of the item, or click the LOV  button and select the item.
- 4 In the Casepack field, enter the number of units per container.
- 5 If the item will be received on bulk pallets, select the Bulk check box.
- 6 Click **Save** to save the changes and close the Create/Modify window.

Add a purchase order to an appointment

- 1 On the Appointment Detail window, click **Add by PO**. The Add by PO window is displayed.

*Add by PO window*

- 2 In the PO field, enter the purchase order number, or click the LOV  button and select the purchase order.
- 3 If the items will be received on bulk pallets, select the Bulk check box.
- 4 Click **Save** to save the changes and close the Create/Modify window.

Delete a PO/line item from an appointment

- 1 On the Appointment Detail window, select the PO/line item that you want to delete.
- 2 Click **Delete Record**.
- 3 When prompted to delete the record, click **Yes**.

Exit the Appointment Detail window





- Click the exit  button to close the window.

Maintain lot numbers on appointments

- ➔ **Navigate:** From the main menu, select Appointments > Appointment Detail.
The Appointment Detail window is displayed.

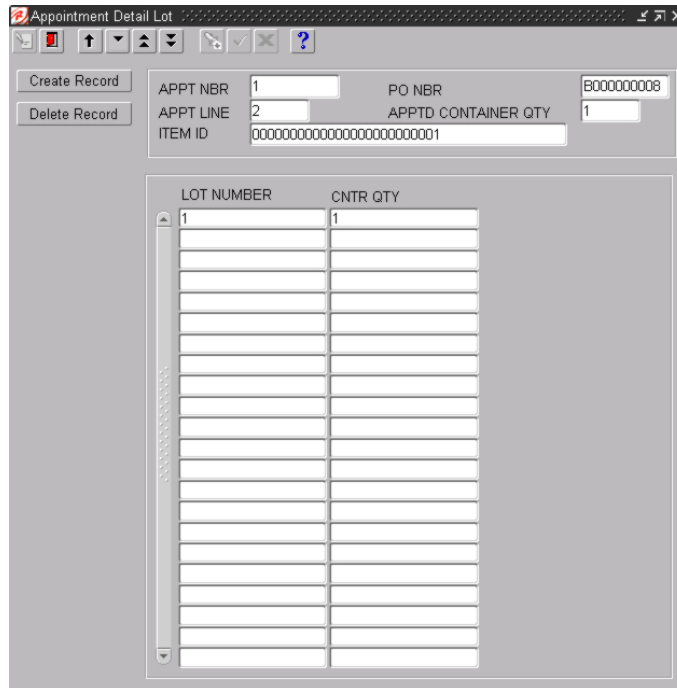
Note: You can also access this window from the Appointed PO Inquiry, Appointment Schedule, an Unscheduled Appointment Inquiry windows.

Display a non-ASN/non-NSC type appointment

- 1 If an appointment is currently displayed, click the clear  button.
- 2 Click the enter query  button.
- 3 In the Appt Nbr query field, enter the appointment number, or click the LOV  button and select the appointment.
- 4 Click the execute  query button. The PO/line items that are associated with the selected appointment are displayed.


Add lot numbers to an appointment

- 1 On the Appointment Detail window, select the PO/line item that you want to edit.
- 2 Click **Lot Detail**. The Appointment Detail Lot window is displayed.



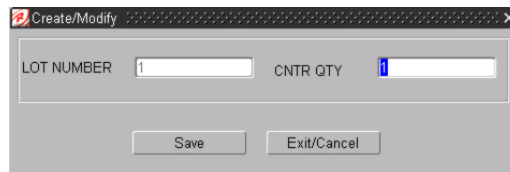
LOT NUMBER	CNTR QTY
1	1

Appointment Detail Lot window


- 3 Click **Create Record**. The Create/Modify window is displayed.
- 4 In the Lot Number field, enter the lot number.
- 5 In the In the Cntr Qty field, enter the number of containers that you want to associate the lot number with.
- 6 Click **Save** to save the changes and close the Create/Modify window.
- 7 Click the exit  button to close the Appointment Detail Lot window.

Edit a lot number on an appointment


- 1 On the Appointment Detail window, select the PO/line item that you want to edit.
- 2 Click **Lot Detail**. The Appointment Detail Lot window is displayed.
- 3 Double-click the lot number that you want to edit. The Create/Modify window is displayed.



Create/Modify window

- 4 Edit the container quantity as necessary.
- 5 Click **Save** to save any changes and close the Create/Modify window.
- 6 Click the exit  button to close the Appointment Detail Lot window.

Delete a lot number from an appointment

- 1 On the Appointment Detail window, select the PO/line item that you want to edit.
- 2 Click **Lot Detail**. The Appointment Detail Lot window is displayed.
- 3 Select the lot number that you want to edit.
- 4 Click **Delete Record**.
- 5 When prompted to delete the record, click **Yes**.
- 6 Click the exit  button to close the Appointment Detail Lot window.


Exit the Appointment Detail window

- Click the exit  button to close the window.

- 2 Edit the unit quantity is necessary.
- 3 Click **Save** to save any change and close the Create/Modify window.

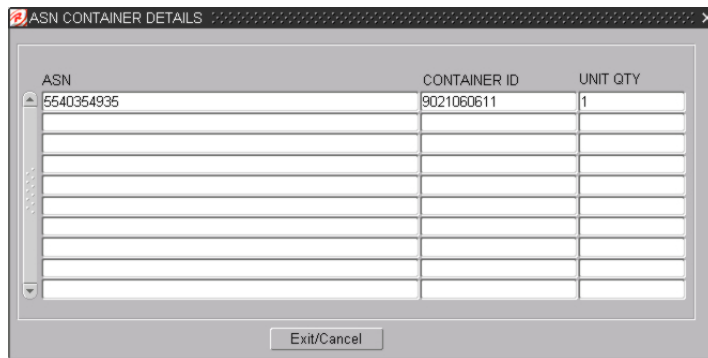
Add an ASN to an appointment

Note: ASNs may be added to an appointment that is marked as an ASN type appointment.

- 1 On the NSC Appointment Detail window, click **Create Record**. The Create/Modify window is displayed.
- 2 In the ASN field, enter the ASN number, or click the LOV  button and select the ASN.
- 3 Click **Save** to save the changes and close the Create/Modify window.

View container details on an appointment

- 1 On the NSC Appointment Detail window, select the ASN that you want to view in detail.
- 2 Click **Details**. The details of the selected ASN are displayed in the ASN Container Details window.



ASN	CONTAINER ID	UNIT QTY
5540354935	9021060611	1

ASN Container Details window



- 3 Click **Exit/Cancel** to close the ASN Container Details window.

Delete an ASN from an appointment

Note: Several records may refer to the same ASN. If you select and delete any one of the ASN records, all the records containing the same ASN are deleted.

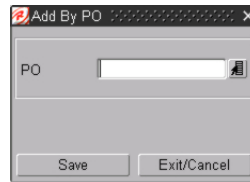
- 1 On the NSC Appointment Detail window, select the ASN that you want to delete.
- 2 Click **Delete Record**.
- 3 When prompted to delete the record, click **Yes**.


Add a PO/line item to an appointment

- 1 On the NSC Appointment Detail window, click **Create Record**. The Create/Modify window is displayed.
- 2 In the PO field, enter the PO number, or click the LOV  button and select the PO.
- 3 In the Item ID field, enter the ID of the item, or click the LOV  button and select the item.
- 4 In the Unit Qty field, enter the number of units.
- 5 Click **Save** to save the changes and close the Create/Modify window.

Add a purchase order to an appointment

- 1 On the NSC Appointment Detail window, click **Add by PO**. The Add by PO window is displayed.

*Add by PO window*

- 2 In the PO field, enter the PO number, or click the LOV  button and select the PO.
- 3 Click **Save** to save the changes and close the Add by PO window.

Edit a PO/line item on an appointment

- 1 On the NSC Appointment Detail window, double-click the PO/line item that you want to edit. The Create/Modify window is displayed.
- 2 Edit the unit quantity as necessary.
- 3 Click **Save** to save the changes and close the Create/Modify window.

Delete a PO/line item from an appointment

- 1 On the NSC Appointment Detail window, select the PO/line item that you want to delete.
- 2 Click **Delete Record**.
- 3 When prompted to delete the record, click **Yes**.

Exit the NSC Appointment Detail window

- Click the exit  button to close the window.

Maintain style details on appointments

- **Navigate:** From the main menu, select Appointment Schedule. On the Appointment Schedule window, search for and select an appointment where the VA or QA check boxes are selected. Click **Details**. On the detail window that is displayed, click **Style Detail**. The styles are displayed in the Style Detail window.

[illegible]

Style Detail window

Note: You can access the Style Detail window from the ASN Detail Inquiry, Appointment Detail, and NSC Appointment Detail windows.

Edit QA and VA details for a style

- 1 On the Style Detail window, double-click the style that you want to edit. The Modify window is displayed.

Modify

PO 8000000015

STYLE STYLE

%QA

%VA

#CTR QA


#CTR VA

Save Exit/Cancel

Modify window

- 2 In the %QA and %VA fields, enter the percentage of merchandise that must be sampled in each container.
- 3 In the # Ctr QA and # Ctr VA fields, enter the number of containers to be sampled.
- 4 Click **Save** to save any changes and close the Modify window.

Schedule an appointment




- 1 On the Unscheduled Appointment Inquiry window, select the appointment that you want to schedule.
- 2 Click **Door Schedule**. The Door Schedule window is displayed.
- 3 Click **Next Block**, if necessary, to place the cursor in the top part of the window.
- 4 Double-click the Date Time field. The Modify window is displayed.
- 5 Enter the missing details as necessary.
- 6 Click **Save** to save the changes and close the Modify window.
- 7 Click the exit  button to close the Door Schedule window.

Delete an appointment

- 1 On the Unscheduled Appointment Inquiry window, select the appointment that you want to delete.
- 2 Click **Delete Record**.
- 3 When prompted to delete the record, click **Yes**.

Exit the Unscheduled Appointment Inquiry window

- Click the exit  button to close the window.

- 1 If any doors are currently displayed, click the clear  button.
- 2 In the Date field, enter a date or click the calendar  button and select the date.
- 3 Click the execute  query button. The door activity for the specified date is displayed.

View the appointments assigned to a door

- 1 On the Door Schedule window, click **Next Block** to place the cursor in the bottom part of the window.
- 2 Select the door that you want to view.
- 3 Click **Details**. The day's appointments for the selected door are displayed in the Appointments for Door window.

APPT NBR	ASN	START	END	TYPE	CNTR QTY
1	N	11:00	11:00		6

Appointments for Door window

- 4 Click **Exit/Cancel** to close the Appointments for Door window.

View a graph of door utilization

- On the Door Schedule window, click **Graph**. The percentage of utilization for each door is displayed on a bar graph.

Edit a door schedule

Note: You can edit the schedule if the fields in the top part of the window are filled in. Whether data appears in that area depends on how you access the window.

- 1 On the Door Schedule window, click **Next Block** to place the cursor in the top part of the window.
- 2 Double-click the Date Time field. The Modify window is displayed.


Modify window

- 3 Edit the enabled fields as necessary.
- 4 Click **Save** to save any changes and close the Modify window.

Block a door

- 1 On the Door Schedule window, click **Block**. The Create window is displayed.

*Create window*

- 2 In the Door field, enter the ID of the door, or click the LOV  button and select the door.
- 3 In the Start field, enter start date and time for the block.
- 4 In the End field, enter the end date and time for the block.
- 5 Click **Save** to save the change and close the Create window.

Remove a block

- 1 On the Door Schedule window, click **Next Block** to place the cursor in the bottom part of the window.
- 2 Select the door that you want to edit.
- 3 Click **Details**. The day's appointments for the selected door are displayed in the Appointments for Door window.
- 4 Select a record where the type is B (Blocked).
- 5 Click **Delete Appt.**
- 6 When prompted to delete the record, click **Yes**.
- 7 Click **Exit/Cancel** to close the Appointments for Door window.

Delete an appointment from the door schedule

- 1 On the Door Schedule window, click **Next Block** to place the cursor in the bottom part of the window.
- 2 Select the door that you want to edit.
- 3 Click **Details**. The day's appointments for the selected door are displayed in the Appointments for Door window.
- 4 Select the appointment that you want to delete from the door schedule.
- 5 Click **Delete Appt.**
- 6 When prompted to delete the record, click **Yes**.
- 7 Click **Exit/Cancel** to close the Appointments for Door window.

Exit the Door Schedule window


- Click the exit  button to close the window.

Generate the Appointment Compliance report

- **Navigate:** From the main menu, select Appointments > Reports > Appointment Compliance Report. The Appointment Compliance Report window is displayed.



Appointment Compliance Report window

- 1 In the Date field, enter the date for which you want a report.
- 2 Click the print  button. The report is sent to the default destination.




Generate the Appointment Schedule report

- **Navigate:** From the main menu, select Appointments > Appointment Schedule. The appointments for the current date are displayed in the Appointment Schedule window.

Or

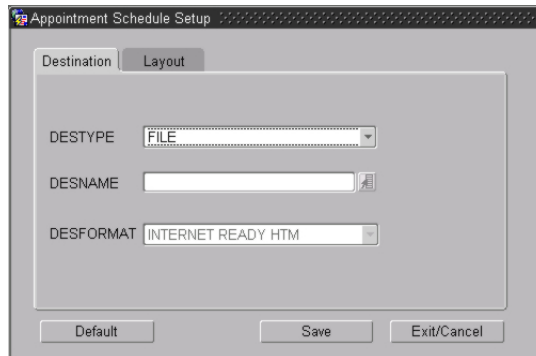
Navigate: From the main menu, select Appointments > Unschedule Appointments Inquiry. The unscheduled appointments are displayed in the Unscheduled Appointment Inquiry window.

Display scheduled appointments for a specified date

- 1 On the Appointment Schedule window, click the enter query  button.
- 2 In the Date field, enter the date, or click the calendar  button and select the date.
- 3 Click the execute query  button. The appointments for the specified date are displayed.

Generate the report

- 1 On either the Appointment Schedule or Unscheduled Appointment Inquiry window, click **Print**. The Appointment Schedule Setup window is displayed.



Appointment Schedule Setup window

- 2 In the Destype field, select the type of destination.
- 3 In the Desname field, select the name of the destination.
- 4 To view the layout of the report, click on the Layout tab.
- 5 Click **Save**. The report is sent to the selected destination.

Note: To return to the default settings, click **Default**.

Exit the Appointment Schedule or Unscheduled Appointment Inquiry window

- Click the exit  button to close the window.

Chapter 5 – Receiving

Overview

Many of the receiving tasks are performed using a hand-held, radio frequency (RF) device. The RF device can be used to open appointments, receive merchandise, perform quality checks, assign trouble codes if necessary, reconcile appointments, and close appointments. Information from the RF device is transmitted to RDM, where it can be monitored and acted upon.

Business process

Prior to receiving merchandise, you can generate receiving packages for all but NSC type appointments. For both ASN and non-ASN type appointments, the receiving package contains a report listing the expected merchandise. Depending on system settings, receiving labels may be printed for non-ASN type appointments. You can monitor the status of the print requests for receiving packages. The status may be: Submitted, In-Work, Done, or Failed. You can rush an urgent request or resubmit a failed request.

You can print generic labels for blind receipts, labelless receiving, or ASN type appointments that have PO type ASNs. Generic labels are not used for NSC type appointments.

If some receiving labels are not used, you can nullify them. If the information changes for a non-ASN type appointment, you would first nullify the labels and then reprint them.

You can monitor the status of receiving doors. The status of a door may be Busy or Available. You can also view the items received by receipt number.

Should trouble codes be assigned to a container, the troubled merchandise must be resolved or refused. If the troubled merchandise is resolved, it can be received into inventory. If the merchandise is refused, it is marked for return to the vendor.

You can edit the contents of a container, when necessary. This includes changing unit and container quantities, adding and deleting items, and entering receipt weights and best before dates.

The status of a container is tracked from the moment it is entered into the system. The status may be:

- Appointed (A): The container is associated with an inbound appointment; it is not yet received.
- Distributed (D): The container contains allocated merchandise.
- Inventory (I): The container is eligible for allocation.
- Manifested (M): The container is associated with a bill of lading.
- Non-saleable (N): The container contains returned merchandise that is marked as not resalable.
- Pick (P): The container is associated with a pick package.

- Return to vendor (R): The container contains merchandise that is marked for return to the vendor.
- Shipped (S): The container is released from the distribution center and in transit to a ship-to destination.
- Troubled (T): The container contains merchandise that is marked with one or more trouble codes that must be resolved.
- Expired (X): The container contains merchandise that has passed the designated pick-not-after date and is no longer valid.

Reports

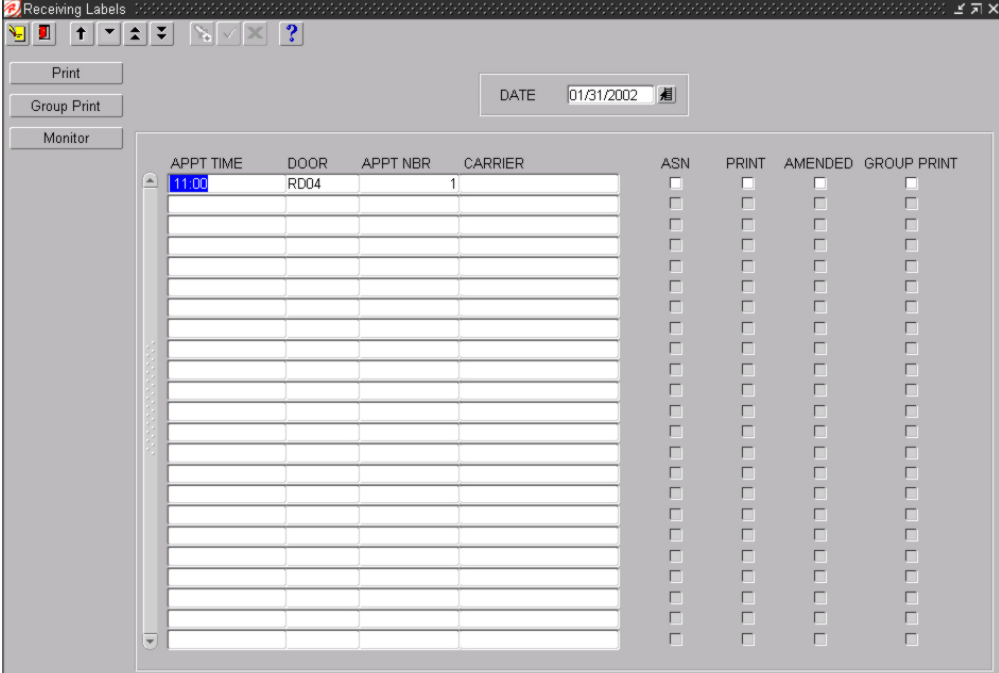
The following reports are available in the Receiving module:

- ASN Receiving Package Audit report: Provides details for both container type and purchase order type ASNs that are associated with an ASN type appointment.
- Receiving Package Audit List report: Provides details for containers and purchase orders that are associated with a non-ASN type appointment.
- Receiving Adjustments report: Provides details regarding any adjustments made to unit quantities on a received appointment.
- Refusal Advice report: Provides details regarding merchandise that was marked for return to vendor rather than received into inventory.
- ASN Receiving Receipt report: Provides details regarding items received for an ASN type appointment.
- Receiving Receipt report: Provides details regarding items received for a non-ASN type appointment.
- Receiving Register report: Provides a summary of all receipts for a specified date.
- Receive Workload Plan report: Provides a summary of the appointments that are scheduled for a specified door and date.
- Unresolved Appointment report: Provides details regarding all unresolved appointments. These are appointments with a status of Unrc (Unreconciled).

Procedures

Generate receiving packages




- ➔ **Navigate:** From the main menu, select Receiving Allocation > Receiving Labels. The Receiving Labels window is displayed.



APPT TIME	DOOR	APPT NBR	CARRIER	ASN	PRINT	AMENDED	GROUP PRINT
11.00	RD04	1		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

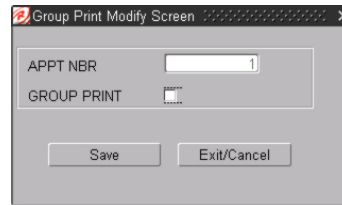
Receiving Labels window

Display appointments by date

- 1 If any appointments are currently displayed, click the clear  button.
- 2 In the Date query field, enter a date or click the calendar  button and select the date.
- 3 Click the execute query  button. The appointments for the selected date are displayed.

Edit the group print status of appointments

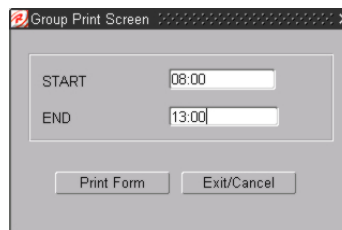
- 1 On the Receiving Labels window, double-click the appointment that you want to edit. The Group Print Modify Screen window is displayed.

***Group Print Modify Screen window***

- 2 Select or clear the Group Print check box as necessary.
- 3 Click **Save** to save any change and close the window.

Print receiving packages for multiple appointments

- 1 On the Receiving Labels window, click **Group Print**. The Group Print Screen window is displayed.

***Group Print Screen window***

- 2 In the Start field, enter the start time for the range of appointments.
- 3 In the End field, enter the end time for the range of appointments.
- 4 Click **Print Form**. Depending on the types of appointments included in the group print, one or more of the following report setup windows may appear in consecutive order:
 - Receiving Labels Setup: Used to generate labels for labeled receiving of non-ASN type appointments.
 - Recv Package Audit List Setup: Used to generate the Receiving Package Audit List report for non-ASN type appointments.
 - ASN Receiving Package Audit Setup: Used to generate the ASN Receiving Package Audit report for ASN type appointments.
- 5 In the Destype field, select the type of destination.
- 6 In the Desname field, select the name of the destination.

Note: To return to the default settings, click **Default**.

- 7 To view the layout of the report, click on the Layout tab.
- 8 Click **Save**. The labels and reports for the appointments within the selected time range are sent to the selected destinations.

Print a receiving package for one appointment

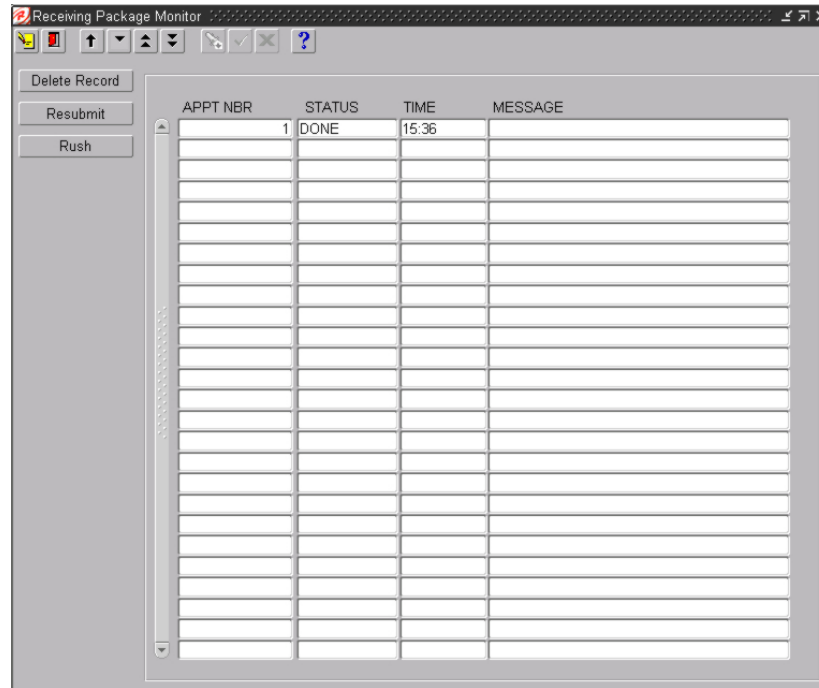
- 1 On the Receiving Labels window, select the appointment for which you want to print labels and a report.
 - 2 Click **Print**.
 - 3 When prompted to confirm your request, click **Yes**. Depending on the type of appointment, one or more of the following report setup windows may appear in consecutive order:
 - Receiving Labels Setup: Used to generate labels for labeled receiving of non-ASN type appointments.
 - Recv Package Audit List Setup: Used to generate the Receiving Package Audit List report for non-ASN type appointments.
 - ASN Receiving Package Audit Setup: Used to generate the ASN Receiving Package Audit report for ASN type appointments.
 - 4 In the Destype field, select the type of destination.
 - 5 In the Desname field, select the name of the destination.
- Note:** To return to the default settings, click **Default**.
- 6 To view the layout of the report, click on the Layout tab.
 - 7 Click **Save**. The labels are sent to the selected destination.

Exit the Receiving Labels window

- Click the exit  button to close each window.

Maintain receiving packages

- ➔ **Navigate:** From the main menu, select Receiving Allocation > Receiving Package Monitor. The current receiving packages are displayed in the Receiving Package Monitor window.



Receiving Package Monitor window

Delete a receiving package from the monitor

Note: Only receiving package records with a status of Submitted, Done, or Failed may be deleted from the monitor.

- 1 On the Receiving Package Monitor window, select the receiving package that you want to delete.
- 2 Click **Delete Record**.
- 3 When prompted to delete the record, click **Yes**.

Reprint a receiving package

Note: Receiving packages with a status of Failed or Done may be reprinted.

- 1 On the Receiving Package Monitor window, select the receiving package that you want to reprint.
- 2 Click **Resubmit**. Depending on the type of appointment, one or more of the following report setup windows may appear in consecutive order:
 - Receiving Labels Setup: Used to generate labels for labeled receiving of non-ASN type appointments.
 - Recv Package Audit List Setup: Used to generate the Receiving Package Audit List report for non-ASN type appointments.
 - ASN Receiving Package Audit Setup: Used to generate the ASN Receiving Package Audit report for ASN type appointments.
- 3 In the Destype field, select the type of destination.
- 4 In the Desname field, select the name of the destination.

Note: To return to the default settings, click **Default**.

- 5 To view the layout of the report, click on the Layout tab.
- 6 Click **Save**. The labels are sent to the selected destination.

Rush a request for a receiving package

- 1 On the Receiving Package Monitor window, select the receiving package that you want to rush.
- 2 Click **Rush**. The Message field is updated to indicate that the request is a rush job. The Time field is changed to show that the request is now the earliest request in Submitted status.

Exit the Receiving Package Monitor window

- Click the exit  button to close the window.

Print generic labels


- **Navigate:** From the main menu, select Support Functions > Processing>Returns Setup > Reprint/Null Labels. The Reprint/Null Labels window is displayed.

Reprint/Null Labels window

- 1 In Generic Label Qty field, enter the number of labels to be printed.
- 2 Click **Reprint**. The Reprints Setup window is displayed.
- 3 In the Destype field, select the type of destination.
- 4 In the Desname field, select the name of the destination.

Note: To return to the default settings, click **Default**.

- 5 To view the layout of the report or labels, click on the Layout tab.
- 6 Click **Save**. The labels are sent to selected destination.


- 7 Click the exit  button to close the Reprint/Null Labels window.

Generate the ASN Receiving Package Audit report

- **Navigate:** From the main menu, select Receiving Allocation > Reports > ASN Receiving Package Audit List. The ASN Receiving Package Audit Report window is displayed.

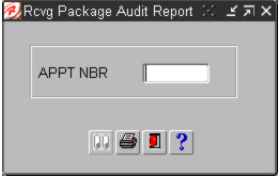
ASN Receiving Package Audit Report window

Note: You can also generate this report from the Receiving Labels window and the Receiving Package Monitor window.

- 1 In the Appt Nbr field, enter the appointment number of an ASN type appointment.
- 2 Click the print  button. The report is sent to the default destination.


Generate the Receiving Package Audit List report

- **Navigate:** From the main menu, select Receiving Allocation > Reports > Receiving Package Audit List Report. The Rcvg Package Audit Report window is displayed.



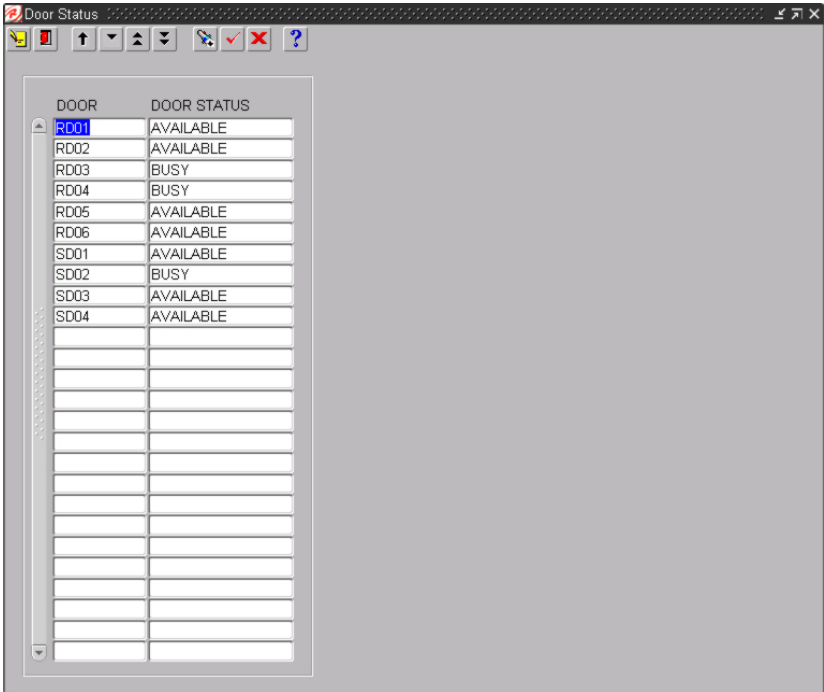
Rcvg Package Audit Report window

Note: You can also generate this report from the Receiving Labels window and the Receiving Package Monitor window.

- 1 In the Appt Nbr field, enter the appointment number of a non-ASN type appointment.
- 2 Click the print  button. The report is sent to the default destination.

View door statuses

- **Navigate:** From the main menu, select Receiving > Door Status. The status of each receiving and shipping door is displayed in the Door Status window.



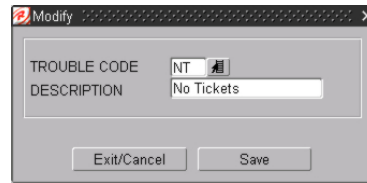
Door Status window

Exit the Door Status window


- Click the exit  button to close the window.

Edit a trouble code assigned to a container

- 1 On the Resolve Trouble window, double-click the trouble code that you want to edit. The Modify window is displayed.



Modify window

- 2 In the Trouble Code field, enter a different trouble code, or click the LOV  button and select the trouble code.
- 3 Click **Save** to save any changes and close the Modify window.

Resolve troubled merchandise

- 1 On the Resolve Trouble window, select the trouble code that you want to remove.
- 2 Click **Resolve**.
- 3 When prompted to delete the record, click **Yes**. The trouble code is no longer assigned to the container.

Refuse troubled merchandise

Note: Only merchandise that has not been received can be refused.

- 1 On the Resolve Trouble window, click **Refuse**. The Refusal Advice Setup window is displayed.
- 2 In the Destype field, select the type of destination.
- 3 In the Desname field, select the name of the destination.

Note: To return to the default settings, click **Default**.

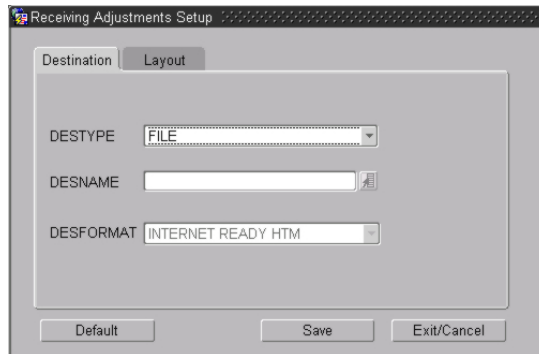
- 4 To view the layout of the report, click on the Layout tab.
- 5 Click **Save**. The Refusal Advice report is sent to the selected destination.

Exit the Resolve Trouble window

- Click the exit  button to close the window.

Generate the Receiving Adjustments report

- 1 On the Receipt Inquiry window, click **Print**. The Receiving Adjustments Setup window is displayed.




Receiving Adjustments Setup window

- 2 In the Destype field, select the type of destination.
 - 3 In the Desname field, select the name of the destination.
- Note:** To return to the default settings, click **Default**.
- 4 To view the layout of the report, click on the Layout tab.
 - 5 Click **Save**. The report is sent to the selected destination.


Exit the Receipt Inquiry window

- Click the exit  button to close the window.

Nullify unused labels

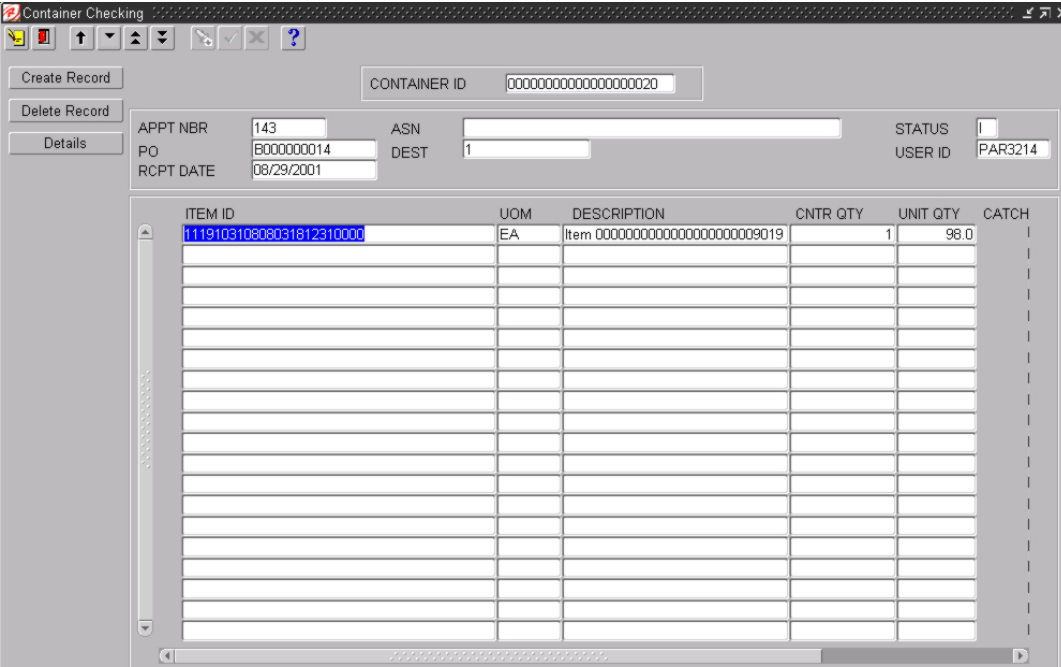
- **Navigate:** From the main menu, select Support Functions > Processing>Returns Setup > Reprint/Null Labels. The Reprint/Null Labels window is displayed.
- 1 Enter the details for the type of label that you want to cancel:
 - Container: In the Container field, enter the ID of the container.
 - Appointment: In the Appointment Nbr field, enter the appointment number.
 - PO/line item: Enter the appointment number, purchase order number, and item number in the appropriate fields.
 - 2 Click **Null**.
 - 3 Click the exit  button to close the Reprint/Null Labels window.

Reprint labels

- **Navigate:** From the main menu, select Support Functions > Processing>Returns Setup > Reprint/Null Labels. The Reprint/Null Labels window is displayed.
 - 1 In the Container ID field, enter the ID of the container.
 - 2 To reprint labels for the child containers of a master container, enter Y in the Print Associated Containers field.
 - 3 Click **Reprint**. The Reprints Setup window is displayed.
 - 4 In the Destype field, select the type of destination.
 - 5 In the Desname field, select the name of the destination.
- Note:** To return to the default settings, click **Default**.
- 6 To view the layout of the report or labels, click on the Layout tab.
 - 7 Click **Save**. The labels are sent to selected destination.
 - 8 Click the exit  button to close the Reprint/Null Labels window.

Maintain items in containers

- **Navigate:** From the main menu, select Receiving > Container Checking. The Container Checking window is displayed.






ITEM ID	UOM	DESCRIPTION	CNTR QTY	UNIT QTY	CATCH
111910310808031812310000	EA	Item 00000000000000000009019	1	98.0	

Container Checking window

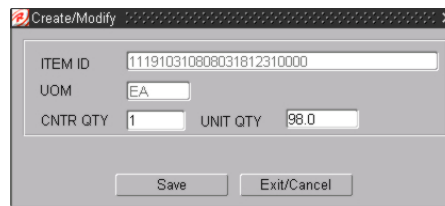
Note: You can also access this window from the Quality Assurance and Carton Process window.

Display the details of a container

- 1 If any details are currently displayed, click the clear  button.
- 2 In the Container ID query field, enter a container ID, or click the LOV  button and select the container.
- 3 Click the execute  query button. The details for the specified container are displayed.

Edit an item in a container

- 1 On the Container Checking window, double-click the item that you want to edit. The Create/Modify window is displayed.



The screenshot shows a 'Create/Modify' dialog box with the following fields and values:

ITEM ID	111910310808031812310000		
UOM	EA		
CNTR QTY	1	UNIT QTY	98.0


At the bottom, there are two buttons: 'Save' and 'Exit/Cancel'.

Create/Modify window

- 2 Edit the container quantity and unit quantity as necessary.
- 3 Click **Save** to save any changes and close the Create/Modify window.
- 4 When prompted to select a user reason code, select the code and click **OK**.

Add item details

- 1 On the Container Checking window, select the item that you want to edit.
- 2 Click **Details**. The Create/Modify window is displayed.



The screenshot shows a 'Create/Modify' dialog box with the following fields and values:

RECEIPT WEIGHT	
BEST BEFORE DATE	

At the bottom, there is a 'Save' button.

Create/Modify window

- 3 Enter the receipt weight and best before date as necessary.
- 4 Click **Save** to save any changes and close the Create/Modify window.

Add an item to a container

Note: The container must have a status of Inventory (I) or Distributed (D).

- 1 On the Container Checking window, click **Create Record**. The Create/Modify window is displayed.
- 2 In the Item ID field, enter the ID of the item.
- 3 In the Cntr Qty field, enter the number of containers.
- 4 In the Unit Qty field, enter the total number of units. The number of units must divide evenly into the number of containers.
- 5 Click **Save** to save the changes and close the Create/Modify window.
- 6 When prompted to select a user reason code, select the code and click **OK**.

Delete an item from a container

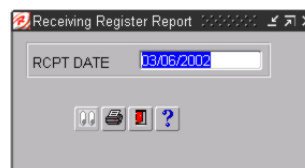
- 1 On the Container Checking window, select the item that you want to delete.
- 2 Click **Delete Record**.
- 3 When prompted to delete the record, click **Yes**.
- 4 When prompted to select a user reason code, select the code and click **OK**.

Exit the Container Checking window


- Click the exit  button to close the window.

Generate the Receiving Register report

- **Navigate:** From the main menu, select Receiving > Reports > Receiving Register. The Receiving Register Report window is displayed.

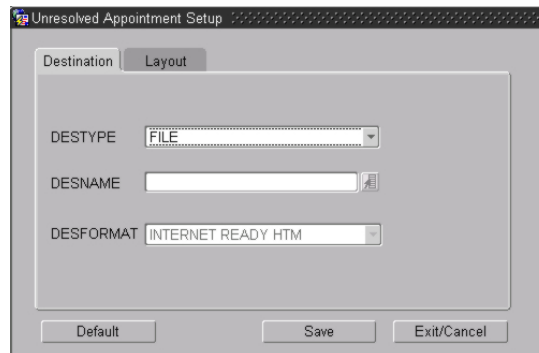


Receiving Register Report window

- 1 In the Rcpt Date field, enter the receipt date for which you want a report.
- 2 Click the print  button. The report is sent to the default destination.

Generate the Unresolved Appointment report

- ➔ **Navigate:** From the main menu, select Receiving > Reports > Unresolved Appointments. The Unresolved Appointment Setup window is displayed.



Unresolved Appointment Setup window


- 1 In the Destype field, select the type of destination.
 - 2 In the Desname field, select the name of the destination.
- Note:** To return to the default settings, click **Default**.
- 3 To view the layout of the report, click on the Layout tab.
 - 4 Click **Save**. The report is sent to the selected destination.

Generate the ASN Receiving Receipt report

- ➔ **Navigate:** From the main menu, select Receiving > Reports > ASN Receiving Receipt. The ASN Rcvg Receipt Report window is displayed.

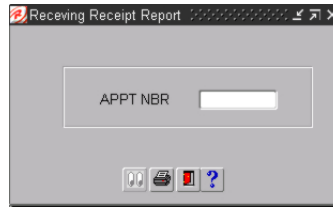


ASN Rcvg Receipt Report window


- 1 In the Appt Nbr field, enter the appointment number of an ASN type appointment.
- 2 Click the print  button. The report is sent to the default destination.

Generate the Receiving Receipt report

- **Navigate:** From the main menu, select Receiving > Reports > Receiving Receipt. The Receiving Receipt Report window is displayed.

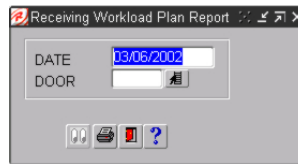


Receiving Receipt Report window



- 1 In the Appt Nbr field, enter the appointment number of a non-ASN type appointment.
- 2 Click the print  button. The report is sent to the default destination.

Generate the Receive Workload Plan report

- **Navigate:** From the main menu, select Receiving > Reports > Receiving Workload Planning. The Receiving Workload Plan Report window is displayed.



Receiving Workload Plan Report window

- 1 In the Date field, enter the appointment date for which you want a report.
- 2 In the Door field, enter the ID of the receiving door, or click the LOV  button and select the door.
- 3 Click the print  button. The report is sent to the default destination.

Chapter 6 – Returns

Overview

When consumers return merchandise to the warehouse, a strategy must be in place to handle those returns.

There are two basic steps to handling returns: Receiving the merchandise into the DC and processing the return.

Business process

The host system notifies RDM of pending returns. You can view the pending returns in order to gauge the number of returns that are expected to arrive on a particular date.

When the merchandise is received it is moved to the returns area for processing. You can look up the details of a return, such as ship to and bill to information.

Returned merchandise is processed at the item level. You must assign a reason code and an action code for each item/quantity in the container. If the item was replaced, you must identify the replacement item. After each item is processed, you are prompted to assign disposition codes and any necessary WIP codes.

Reason codes indicate why the merchandise was returned. Action codes indicate how the merchandise should be handled. For example, an item may be returned to inventory, replaced with another item, or returned to vendor. The disposition code indicates the status of the returned item. The merchandise in the container may be marked as saleable or non-saleable. When an item is marked as non-saleable, it must be moved from the original container to a non-saleable container.

Reports

The Pending Returns report provides a list of returns that are past their expected arrival date.

Procedures


Maintain pending returns

- **Navigate:** From the main menu, select Returns > Pending Returns. The Pending Returns window is displayed.




[illegible]

Pending Returns window

Display all pending returns

- Click the execute query  button.

Display a pending return

- 1 If any pending returns are currently displayed, click the clear  button.
- 2 Click the enter query  button.
- 3 Enter a return merchandise authorization number, PRO number, expected receipt date, or actual receipt date in the appropriate query fields.
- 4 Click the execute  query button. The selected pending return is displayed.

View the items to be returned

- 1 On the Pending Returns window, select the return that you want to view in detail.
- 2 Click **Details**. The items are displayed on the Details window.

The screenshot shows a window titled "Details" with a header section containing the following fields:

RMA NBR	LSM RMA	EXPECTED RECEIPT	01-NOV-2001
PRO NBR	LSM PRO	ACTUAL RECEIPT	01-DEC-2001

Below the header is a table with the following columns: ITEM ID, DESCRIPTION, UOM, and UNIT QTY. The table is currently empty. At the bottom of the window are three buttons: Save, Add Items, and Exit/Cancel.



Details window

- 3 Click **Exit/Cancel** to close the Details window.

Edit a pending return

- 1 On the Pending Returns window, double-click the return that you want to edit. The Details window is displayed.
- 2 Edit the expected and actual receipt dates as necessary.
- 3 Click **Save** to save any changes and close the Details window.

Add a pending return

- 1 On the Pending Returns window, click **Create Record**. The Details window is displayed.
- 2 In the RMA Nbr field, enter the return merchandise authorization number. If the RMA Nbr is unknown, use a generic number.
- 3 In the PRO Nbr field, enter the carrier assigned PRO number.
- 4 In the Expected Receipt field, enter the date on which the returned merchandise is expected to arrive at the distribution center.
- 5 If the merchandise was already received, enter the date received in the Actual Receipt field.
- 6 To add items to the return:
 - a Click **Add Items**. The Add Items window is displayed.
 - b In the Item ID field, enter the item ID, or click the LOV  button and select the item.
 - c In the Unit Qty field, enter the number of units to be returned.
 - d Click **Save** to save the changes and close the Add Items window. You are returned to the Details window.
- 7 Click the exit  button to close the Details window.

Delete a pending return

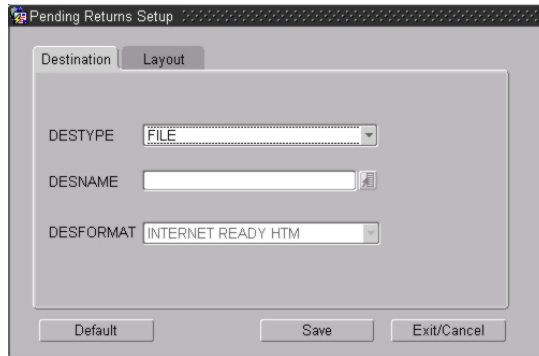
- 1 On the Pending Returns window, select the pending return that you want to delete.
- 2 Click **Delete Record**.
- 3 When prompted to delete the record, click **Yes**.

Exit the Pending Returns window

- Click the exit  button to close the window.

Generate the Pending Returns report

- **Navigate:** From the main menu, select Returns > Pending Returns. The Pending Returns window is displayed.
- 1 On the Pending Returns window, click **Print**. The Pending Returns Setup window is displayed.



Pending Returns Setup window




- 2 In the Destype field, select the type of destination.
 - 3 In the Desname field, select the name of the destination.
- Note:** To return to the default settings, click **Default**.
- 4 To view the layout of the report, click on the Layout tab.
 - 5 Click **Save**. The report is sent to the selected destination.

View returns

- ➔ **Navigate:** From the main menu, select Returns > Return Information Inquiry. The Return Information Inquiry window is displayed.

Return Information Inquiry window

Display one or multiple returns

- 1 If any returns are currently displayed, click the clear  button.
- 2 Click the enter query  button.
- 3 Enter criteria in one or more of the query fields.
- 4 Click the execute  query button. The returns that match the criteria are displayed.

View the details of a return

- 1 On the Return Information Inquiry window, select the return that you want to view in detail.
- 2 Click **Details**. The items to be returned are displayed on the Detail Information window.
- 3 Click **Exit/Cancel** to close the Detail Information window.

Exit the Return Information Inquiry window

- Click the exit  button to close the window.






Process returns

- **Navigate:** From the main menu, select Returns > Return Processing. The Returns Processing window is displayed.






Returns Processing window

Note: You can also access this window from the Return Information Inquiry window.

Display a return

- 1 If a return is currently displayed, click the clear  button.
- 2 Click the enter query  button.
- 3 In the Container ID field, enter the ID of the returned container, or click the LOV  button and select the container.
- 4 In the RMA Nbr field, enter the RMA number if it is not automatically entered.
- 5 In the PRO Nbr field, enter the carrier assigned PRO number, or click the LOV  button and select the PRO number.
- 6 Click the execute  query button. The details of the return are displayed.

Process the return

- 1 On the Returns Processing window, select the item that you want to process.
- 2 To add a reason for the return:
 - a Click **Reason Code**. The Add Reason Codes window is displayed.
 - b In the Reason Code field, enter the code for the reason, or click the LOV  button and select the reason.
 - c Click **Save** to save the changes and close the Add Reason Codes window.
- 3 To indicate what action should be taken with the return:
 - a Click **Action Code**. The Add Action Codes window is displayed.
 - b In the Action Code field, enter the action code, or click the LOV  button and select the action code.
 - c If you choose to replace the item, click **Replace**. The Add/Modify Items window is displayed.
 - d In the Item ID field, enter the ID of the replacement item, or click the LOV  button and select the item.
 - e In the Unit Qty field, enter the replacement number of units.
 - f Click **Save** to save the changes and close each window.
- 4 After all the reason codes, action codes, and replacement items are entered, choose one of the following tasks:
 - To process another item from the same return, click **Next Item**. The Process Items window is displayed.
 - To process a completed return, click **Process Contain**. The Process Items window is displayed.
- 5 In the Disposition Code field, enter the disposition code, or click the LOV  button and select the disposition code.
- 6 If the container may be returned to inventory, enter a container ID in the Container ID field.
- 7 If you entered a container ID, enter the appropriate WIP code in the WIP code field, or click the LOV  button and select the WIP code. (This step is optional.)
 To enter multiple WIP codes, click **Process** after entering each WIP code.

- 8 Click **Save** to save the changes and close the Process Items window.
 - If you accessed the window by clicking **Next Item**, the action codes, reason codes, and replacement items are cleared from the Returns Processing window. You can process the next returned item.
 - If you accessed the window by clicking **Process**, all fields on the Returns Processing window are cleared. You can process another return or close the window.

After a return is processed, inventory is adjusted to include the returned item. A message is sent to the host system to notify it of the transaction.

Exit the Returns Processing window

- Click the exit  button to close the window.

Chapter 7 – Processing

Overview

WIP (work in process) codes may be assigned to containers in order to direct personnel in the distribution center to perform value added services to the contents of the container. The system understands from the WIP code where the container must be staged in order for a certain activity to be performed on the container.

In the processing module, you can accomplish the following tasks:

- Assign WIP codes to containers.
- Process WIP code activities.
- Verify that the WIP codes were processed.

Business process

WIP codes may be assigned to individual containers. As an alternative, you can apply a WIP code to all containers that are associated with an appointment, ASN, purchase order, item, location, distro, wave, or destination. It is necessary to assign the WIP codes in sequential order; that is, in the order that the work must be performed.

Merchandise is routed to the staging location for each WIP on a container's WIP list in sequential order. When the activity required by a WIP code is performed, the DC personnel must indicate when the activity was started and when it was finished. These time stamps allow the system to track the status of each WIP code.

The status of a WIP code may be:

- Next: An activity has not been started, but the previous WIP code in the WIP list is Closed.
- Open: An activity has not yet been started.
- In progress: A start time has been entered for the activity, but not an end time.
- Closed: An end time has been entered for the activity.

Before merchandise is placed in inventory or shipped, a quality check can be performed. During the quality check, you can assign trouble codes as necessary, request hot picks for shorted orders, adjust quantities, or record dimensions and attributes for containers and items.

Reports

The following reports are available in the Processing module:

- Activity Based Cost report: Provides a list of costs by activity 1) for a selected range of dates or 2) from the date of the last report.
- Gift Card report: Provides a personalized gift card for a specified item ordered by a customer.
- Personalization report: Provides instructions for personalizing an item ordered by a customer.
- Trouble Location report: Provides a list of locations where containers with a specified trouble code can be found.
- Vendor Compliance report: Provides details about troubled merchandise by vendor for a range of dates.
- WIP Tracking Location report: Provides a list of locations where containers with a specified WIP code can be found. A date and time stamp indicates the processing time.

Procedures


Maintain WIP lists for multiple containers

- **Navigate:** From the main menu, select Processing > Apply WIP Code. The Apply WIP Code window is displayed.


Apply WIP Code window

Add a WIP code to multiple containers


Note: WIP codes can not be assigned to containers in Manifested (M) or Shipped (S) status.

- 1 On the Apply WIP Code window, enter the criteria for the set of containers that you want to edit.
- 2 In the WIP Code field, enter the WIP code, or click the LOV  button and select the WIP code.
- 3 Click **Create Record**. The Popup Editor window is displayed.

Popup Editor window


- 4 In the Position field, enter the sequence for the task, or click the LOV  button and select the sequence. Select Next to make the WIP the next to be processed. Select Last to place it after the last WIP.
- 5 Click **Save**.
- 6 When prompted to continue, click **Yes**.

Delete a WIP code from multiple containers


- 1 On the Apply WIP Code window, enter the criteria for the set of containers that you want to edit.
- 2 In the WIP Code field, enter the WIP code, or click the LOV  button and select the WIP code.
- 3 Click **Delete Record**.
- 4 When prompted to continue, click **Yes**.

Add a trouble code to multiple containers

Note: Trouble codes may be added to containers with a status of Appointed (A), Inventory (I), Distributed (D), or Troubled (T).

- 1 On the Apply WIP Code window, enter the criteria for the set of containers that you want to edit.
- 2 In the Trouble Code field, enter the trouble code, or click the LOV  button and select the trouble code. The WIP code associated with the trouble code is automatically entered.
- 3 Click **Create Record**.
- 4 When prompted to continue, click **Yes**.

Delete a trouble code from multiple containers

- 1 On the Apply WIP Code window, enter the criteria for the set of containers that you want to edit.
- 2 In the Trouble Code field, enter the trouble code, or click the LOV  button and select the trouble code.

Note: Deleting a trouble codes does not cause its associated WIP code to be deleted.

- 3 Click **Delete Record**.
- 4 When prompted to continue, click **Yes**.

Exit the Apply WIP Code window

- Click the exit  button to close the window.

View open WIP codes by container status

- 1 On the WIP Inquiry window, select the WIP code for which you want to view a summary.
- 2 Click **Summary**. The container count is summarized in the WIP Container Count Summary window.

WIP CODE		SHIP UNFINISH		ONSITE PROC		TOTAL	WIP	CONTAINER								
FSTSKU		Y		Y		1	1	A	I	D	T	M	S	R	N	X
						1	1	1	0	0	0	0	0	0	0	0

Exit/Cancel

WIP Container Count Summary window

The container status may be: Appointed (A), Inventory (I), Distributed (D), Troubled (T), Manifested (M), Shipped (S), Return to vendor (R), Not Saleable (N), and Expired (X).

- 3 Click **Exit/Cancel** to close the WIP Container Count Summary window.

Exit the WIP Detail window

- Click the exit  button to close the window.

Maintain WIP lists by container





- ➔ **Navigate:** From the main menu, select Support Functions > Processing>Returns Setup > Container WIP Editor. The Container WIP Editor window is displayed.

SEQ	WIP CODE	DESCRIPTION	START DATE	FINISH DATE	USER ID	TARGET
1	BAG	Bag				

Container WIP Editor window

Note: You can also access this window from the Stock Order Inquiry Screen window.

Display the WIP list for a container



- 1 If the WIP list for a container is currently displayed, click the clear  button.
- 2 Click the enter query  button.
- 3 In the Container ID query field, enter a container ID, or click the LOV  button and select the container.
- 4 Click the execute  query button. The WIP list for the specified container is displayed.

Add a WIP code to the WIP list

Note: If you do not want the new WIP code to be placed last in the list, select the WIP code that should precede the new one before you begin this procedure.

- 1 On the Container WIP Editor window, click **Create Record**. The Create window is displayed.

Create window

- 2 In the WIP code field, enter the WIP code, or click the LOV  button and select the WIP code.
- 3 In the Position field, enter the sequence for the task, or click the LOV  button and select the sequence.
 Select Next to place the WIP code after the selected WIP code.
 Select Last to place the WIP code at the end of the WIP list.
- 4 Click **Save**.

Delete a WIP code from the WIP list

- 1 On the Container WIP Editor window, select the WIP code that you want to delete from the WIP list.
- 2 Click **Delete Record**.
- 3 When prompted to delete the record, click **Yes**.

Exit the Container WIP Editor window

- Click the exit  button to close the window.





View WIP details by container

- **Navigate:** From the main menu, select Processing > Container WIP Details.
The WIP Detail window is displayed.

WIP Detail window

Note: You can also access this window from the Container WIP Editor window.

Display the WIP list for a container

- 1 If the WIP list for a container is currently displayed, click the clear  button.
- 2 Click the enter query  button.
- 3 In the Container ID query field, enter a container ID, or click the LOV  button and select the container.
- 4 Click the execute  query button. The WIP list for the specified container is displayed.

Exit the WIP Detail window





- Click the exit  button to close the window.

Process WIP codes

- ➔ **Navigate:** From the main menu, select Processing > Rework. The Rework Screen window is displayed.

Rework Screen window

Display the WIP list for a container

- 1 If the WIP list for a container is currently displayed, click the clear  button.
- 2 Click the enter query  button.
- 3 In the Location ID query field, enter the ID of a staging location, or click the LOV  button and select the location.
- 4 In the Container query field, enter the container ID.
- 5 Click the execute  query button. The descriptions of the WIPs associated with the selected container are displayed. They are displayed in the order in which the processing must be performed.

Process a WIP

- 1 On the Rework Screen window, select the WIP that you want to process.
- 2 Click **Details**. Depending on the type of WIP, one of the following windows is displayed.
 - Quality Assurance: Process containers for quality assurance.
 - Multi SKU: Process multi-SKU containers.
 - Carton Process: Process packaged cartons.

After exiting any of the above windows, you are returned to the Rework Screen window. The processed WIP no longer appears on the WIP list.

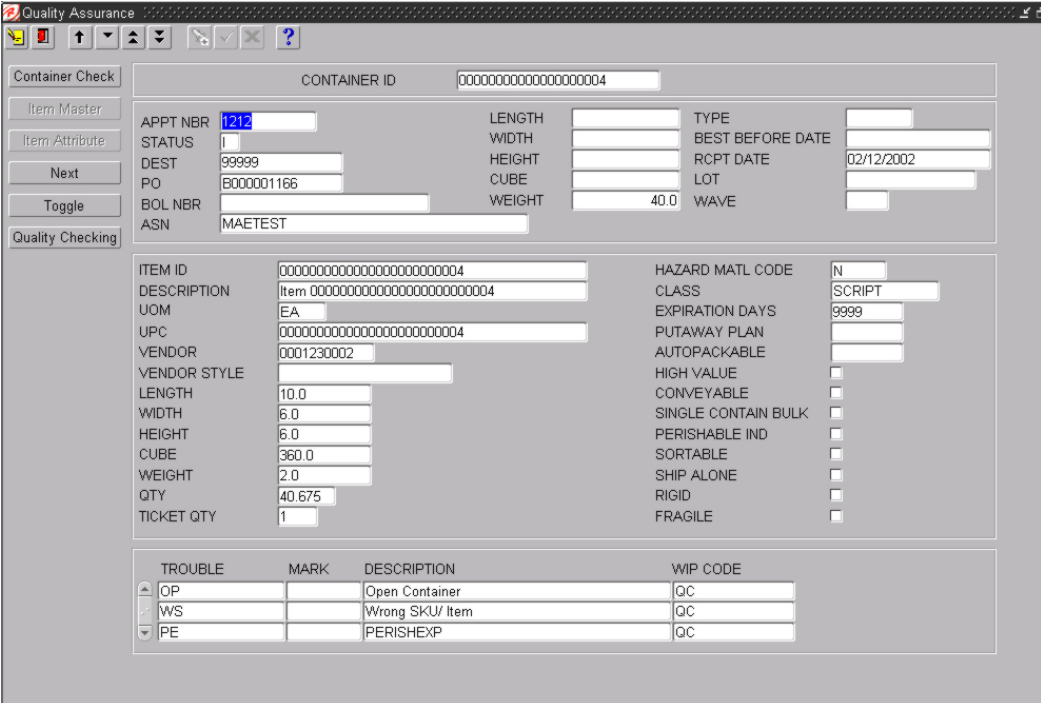
- 3 Continue processing until no WIPs appear on the WIP list.

Exit the Rework Screen window

- Click the exit  button to close the window.

Process containers for quality assurance

- **Navigate:** From the main menu, select Processing > Quality Assurance. The Quality Assurance window is displayed.



CONTAINER ID	000000000000000000000004										
APPT NBR	1212	LENGTH		TYPE							
STATUS	I	WIDTH		BEST BEFORE DATE							
DEST	99999	HEIGHT		RCPT DATE	02/12/2002						
PO	8000001166	CUBE		LOT							
BOL NBR		WEIGHT	40.0	WAVE							
ASN	MAETEST										





ITEM ID	000000000000000000000004										
DESCRIPTION	Item 000000000000000000000004										
UOM	EA										
UPC	000000000000000000000004										
VENDOR	0001230002										
VENDOR STYLE											
LENGTH	10.0	HAZARD MATL CODE	N	CLASS	SCRIPT						
WIDTH	6.0	EXPIRATION DAYS	9999	PUTAWAY PLAN							
HEIGHT	6.0	AUTOPACKABLE		HIGH VALUE	<input type="checkbox"/>						
CUBE	360.0	CONVEYABLE	<input type="checkbox"/>	SINGLE CONTAIN BULK	<input type="checkbox"/>						
WEIGHT	2.0	PERISHABLE IND	<input type="checkbox"/>	SORTABLE	<input type="checkbox"/>						
QTY	40.675	SHIP ALONE	<input type="checkbox"/>	RIGID	<input type="checkbox"/>						
TICKET QTY	1	FRAGILE	<input type="checkbox"/>								

TROUBLE	MARK	DESCRIPTION	WIP CODE
OP		Open Container	QC
WS		Wrong SKU/ Item	QC
PE		PERISHEXP	QC

Quality Assurance window

Note: You can also access this window from the Rework Screen window.

Display container details

- 1 If the details of a container are currently displayed, click the clear  button.
- 2 Click the enter query  button.
- 3 In the Container ID query field, enter a container ID, or click the LOV  button and select the container.
- 4 Click the execute  query button. The details for the specified container are displayed.

Note: There are four blocks in this window. From top to bottom, they are referred to as the Query block, Container block, Item block, and Trouble Codes block.

Edit container details

- 1 On the Quality Assurance window, click **Next** to place the cursor in the Container block.
- 2 Double-click any field in the Container block. The Modify window is displayed.



LENGTH		CUBE	
WIDTH		WEIGHT	40.0
HEIGHT		LOT	
		BEST BEFORE DATE	

Save Exit/Cancel

Modify window

- 3 Edit the dimensions, weight, lot number, and best before date as necessary.
- 4 Click **Save** to save any changes and close the Modify window.

Edit item details

- 1 On the Quality Assurance window, click **Next** to place the cursor in the Item block.
- 2 Double-click any field, in the Item block. The Modify window is displayed.

The 'Modify' window is a dialog box with a title bar that says 'Modify'. It contains two columns of fields. The left column includes: ITEM ID (a long numeric string), DESCRIPTION (a text field), UOM (a dropdown menu showing 'EA'), ITEM LENGTH (a numeric field with '10.0' selected), ITEM WIDTH (a numeric field with '6.0'), ITEM HEIGHT (a numeric field with '6.0'), ITEM CUBE (a numeric field with '360.0'), ITEM WEIGHT (a numeric field with '2.0'), EXPIRATION DAYS (a numeric field with '9999'), PUTAWAY PLAN (a dropdown menu), and AUTOPACKABLE (a checkbox). The right column includes: HIGH VALUE (checkbox), CONVEYABLE FLAG (checkbox), SINGLE CONTAIN BULK (checkbox), PERISHABLE IND (checkbox), SORTABLE (checkbox), RIGID IND (checkbox), and FRAGILE IND (checkbox). At the bottom are 'Save' and 'Exit/Cancel' buttons.

Modify window

- 3 Edit the dimensions, weight, and additional details as necessary.
- 4 Click **Save** to save any changes and close the Modify window.

Assign trouble codes to the container

- 1 On the Quality Assurance window, click **Next** to place the cursor in the Trouble Codes block.
- 2 Select the trouble code that you want to assign to the container.
- 3 Click **Toggle**.
- 4 When prompted to confirm the action, click **Yes**. A 'Y' (Yes) appears in the Mark field to indicate that the trouble code is assigned to the container.

Note: To clear a marked trouble code, select the trouble code and click **Toggle**. The 'Y' no longer appears in the Mark field.

Process the quality assurance check

- 1 On the Quality Assurance window, click **Next** to place the cursor in the Container block.
- 2 Click **Quality Checking**. The QA check is completed and the fields are cleared.

Exit the Quality Assurance window

- Click the exit  button to close the window.





Request hot picks

- **Navigate:** From the main menu, select Processing > Order Line Exception. The Order Line Exception window is displayed.

[illegible]

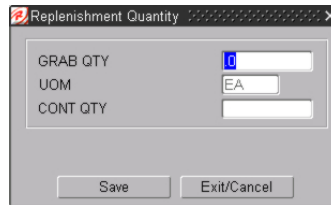
Order Line Exception window

Display the contents of an outbound container

- 1 If the contents of a container are currently displayed, click the clear  button.
- 2 Click the enter query  button.
- 3 In the Container ID query field, enter a container ID, or click the LOV  button and select the container.
- 4 Click the execute  query button. The contents of specified container are displayed.

Request a hot pick

- 1 On the Order Line Exception window, select the item with the shorted quantity.
- 2 Click **Request Replen.** The Replenishment Quantity window is displayed.

A screenshot of the 'Replenishment Quantity' dialog box. It has a title bar with a red icon and a close button. The dialog contains three input fields: 'GRAB QTY' with a blue cursor, 'UOM' with 'EA' entered, and 'CONT QTY' which is empty. At the bottom are 'Save' and 'Exit/Cancel' buttons.***Replenishment Quantity window***

- 3 In the Grab Qty field, enter the number of units that are needed.
- 4 In the Cont Qty field, enter the number of units that are already in the container.

Note: The container quantity and grab quantity can not exceed the expected quantity.

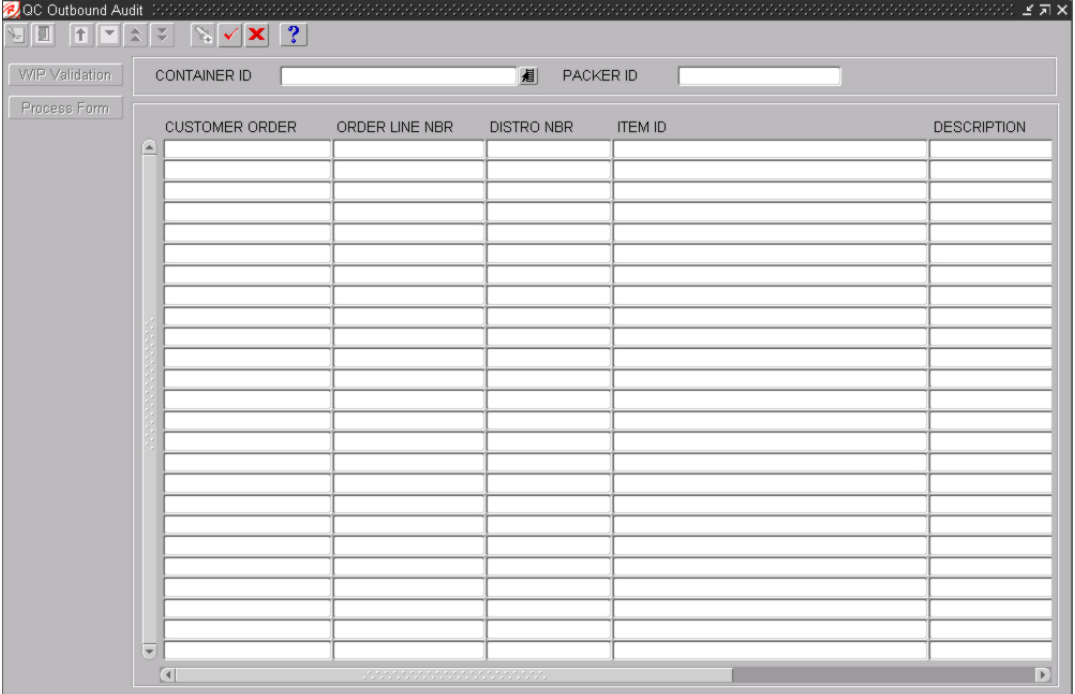
- 5 Click **Save**. You are prompted if insufficient inventory exists to fill the request.

Exit the Order Line Exception window

- Click the exit  button to close the window.





Process outbound containers

- ➔ **Navigate:** From the main menu, select Processing > QC Outbound Audit.
The QC Outbound Audit window is displayed.




QC Outbound Audit window

Display the details of an outbound container

- 1 If the details of a container are currently displayed, click the clear  button.
- 2 Click the enter query  button.
- 3 In the Container ID query field, enter a container ID, or click the LOV  button and select the container.
- 4 Click the execute  query button. The contents of specified container are displayed.

Assign a packer to the container

- 1 On the QC Outbound Audit window, double-click the Packer ID text box. The Packer Editor is displayed.
- 2 Enter the ID of the packer, or click the LOV  button and select the packer.
- 3 Click **Save** to save any change and close the Packer Editor window.

Adjust the quantity of an item

- 1 On the QC Outbound Audit window, double-click the line item that you want to edit. The Modify Quantity window is displayed.
- 2 Enter the actual quantity in the container.
- 3 Click **Save**.
- 4 When prompted to create a hot pick for a shorted quantity, click **Yes** or **No** as applicable.
- 5 When prompted to provide a reason for the adjustment, select the reason and click **OK**.

Process the quality audit

- 1 On the QC Outbound Audit window, click **Process Form**.
- 2 When prompted to confirm that the quality audit is done, click **Yes**.

Exit the QC Outbound Audit window

- Click the exit  button to close the window.





Process WIP codes for outbound containers

- ➡ **Navigate:** From the main menu, select Processing > WIP Audit Outbound.
The WIP Audit Outbound window is displayed.

WIP Audit Outbound window

Note: You can also access this window from the QC Outbound Audit window.

Display the WIP list for an outbound container

- 1 If a WIP list for an outbound container is currently displayed, click the clear  button.
- 2 Click the enter query  button.
- 3 In the Container query field, enter a container ID, or click the LOV  button and select the container.
- 4 Click the execute  query button. The WIP list for specified container is displayed.

Process a WIP code

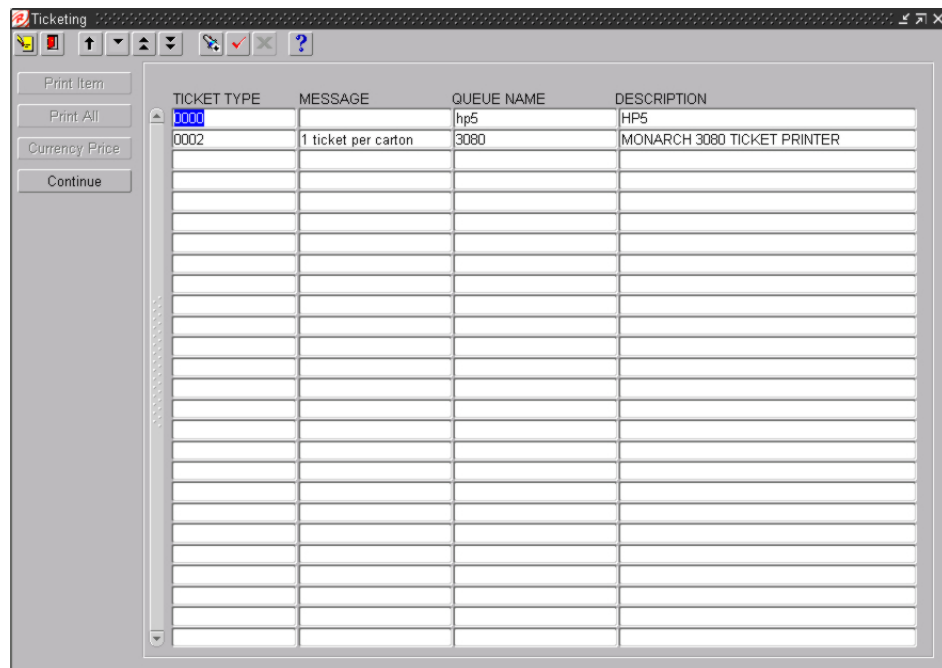
- 1 On the WIP Audit Outbound window, double-click the WIP code/line item that you want to edit. The WIP Editor window is displayed.
- 2 In the WIP Complete and WIP Correct fields, enter Y (Yes) or an N (No) to indicate whether the WIP was completed and completed correctly.
- 3 Click **Save** to save any changes and close the WIP Editor window.

Exit the WIP Audit Outbound window

- Click the exit  button to close the window.

Maintain print queues for tickets

- **Navigate:** From the main menu, select Processing > Ticketing. The current print queues for tickets are displayed in the Ticketing window.



Ticketing window

Edit a print queue

- 1 On the Ticketing window, double-click the print queue that you want to edit. The Modify window is displayed.

Modify


TICKET TYPE 0002

QUEUE 3080

DESCRIPTION MONARCH 3080 TICKET PRINTER

Save Exit/Cancel

Modify window



- 2 In the Queue field, enter the name of a print queue, or click the LOV  button and select the print queue.
- 3 Click **Save** to save any change and close the window.


Display container/items to be ticketed

- 1 On the Ticketing window, select a print queue and click **Continue**. The Ticketing (container/item) window is displayed.

[illegible]

Ticketing (Container/Item) window

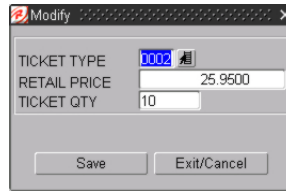
- Click the enter query  button.
- In the Container ID query field, enter the container ID, or click the LOV  button and select the container.

- 4 Click the execute query  button. The items that are associated with the container are displayed.

Note: If the container is a master container, ticketing information is displayed for the labeled child containers.

Edit ticketing information for a container/item

- 1 On the Ticketing (container/item) window, double-click the item that you want to edit. The Modify window is displayed.



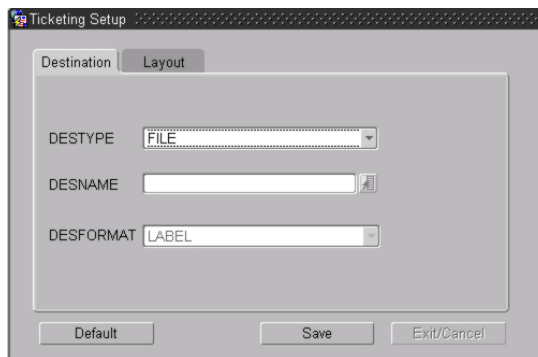
Modify window

- 2 Edit the ticket type, retail price, and ticket quantity as necessary.
- 3 Click **Save** to save any changes and close the Modify window.

Print tickets for one or all items in a container

Note: A trailer ticket is printed after a string of tickets are printed for a container. The user ID and container ID are printed on the trailer ticket. If a container has more than one item ID and/or ticket type, a trailer ticket is generated for each ticket type.

- 1 On the Ticketing (container/item) window:
 - Select an item and click **Print Item** in order to print tickets for the selected item.
 - Click **Print All** in order to print tickets for all the items.
- 2 When prompted to confirm the request, click **Yes**. The Ticketing Setup window is displayed.



Ticketing Setup window

- 3 In the Destype field, select the type of destination.
- 4 In the Desname and Desformat fields, select the name of the destination and format as necessary.

Note: To return to the default settings, click **Default**.

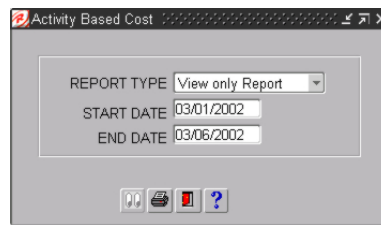
- 5 To view the layout of the report, click on the Layout tab.
- 6 Click **Save**. The tickets are sent to the selected destination.

Exit the Ticketing windows


- Click the exit  button to close the windows.

Generate the Activity Based Cost report

- **Navigate:** From the main menu, select Processing > Reports > Activity Based Cost. The Activity Based Cost window is displayed.



Activity Based Cost window




- 1 In the Report Type field, select either View Only Report or Billable Report.
- 2 If you select View Only Report, enter the range of dates in the Start Date and End Date fields.
- 3 Click the print  button. The report is sent to the default destination.

Generate the Gift Card report

- ➔ **Navigate:** From the main menu, select Processing > Reports > Gift Card.
The Gift Card Report window is displayed.

Gift Card Report window

Display items by container

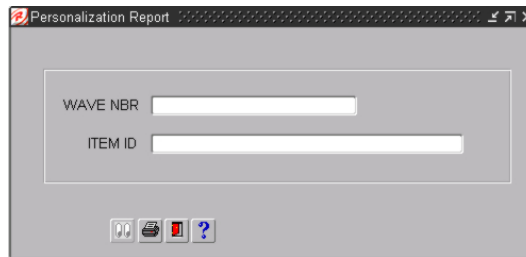
- 1 If items are currently displayed, click the clear  button.
- 2 Click the enter query  button.
- 3 In the Container ID query field, enter the ID of the container.
- 4 Click the execute query  button. The items that need gift cards are displayed.

Generate the Gift Card report


- 1 On the Gift Card Report window, select the item that you want to process.
- 2 Click **Save**. The report is sent to the default destination.

Generate the Personalization report

- **Navigate:** From the main menu, select Processing > Reports > Personalization. The Personalization Report window is displayed.

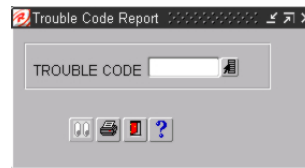


Personalization Report window


- 3 In the Wave Nbr field, enter the wave number to be included in the report.
- 4 In the Item ID field, enter the ID of the item that requires personalization.
- 5 Click the print  button. The report is sent to the default destination.

Generate the Trouble Location report

- **Navigate:** From the main menu, select Processing > Reports > Trouble Location. The Trouble Code Report window is displayed.

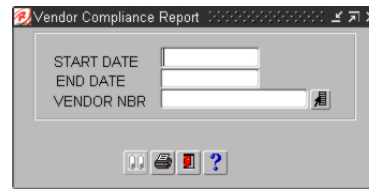


Trouble Code Report window



- 1 In the Trouble Code field, select the trouble code to be included in the report.
- 2 Click the print  button. The report is sent to the default destination.

Generate the Vendor Compliance report

- **Navigate:** From the main menu, select Processing > Reports > Vendor Compliance. The Vendor Compliance Report window is displayed.

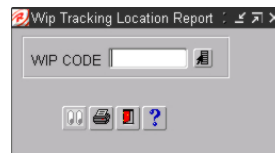


Vendor Compliance Report window



- 1 In the Start Date and End Date fields, enter the range of dates.
- 2 In the Vendor Nbr field, enter the vendor ID, or click the LOV  button and select the vendor.
- 3 Click the print  button. The report is sent to the default destination.

Generate the WIP Tracking Location report

- **Navigate:** From the main menu, select Processing > Reports > WIP Tracking Location. The WIP Tracking Location Report window is displayed.



WIP Tracking Location Report window

- 1 In the WIP Code field, enter the WIP code to be tracked, or click the LOV  button and select the WIP code.
- 2 Click the print  button. The report is sent to the default destination.

Chapter 8 – Inventory management

Overview

The Inventory Management module provides you with detailed views and reports of the current inventory situation. Inventory can be maintained by container and locations can be marked for cycle counts.

Requests can be entered manually to fill forward pick locations to capacity. The system reviews other replenishment requests before determining the quantity necessary to fill such locations. You can also enter requests to deactivate or consolidate forward pick locations.

Business process

Inventory can be looked at in a variety of ways. You can view inventory by:

- Item: Look up where an item is stored. You can mark locations for cycle count.
- Location: Look up which items are stored in a location. You can mark the location for cycle count.
- Purchase order: Look up items that are associated with a purchase order and their current locations. You can mark locations for cycle count.
- Vendor: Look up containers that are associated with a vendor and the current locations of the containers.
- Container: Look up items by container and the current location of the container. You can view the child containers of a parent container or the parent container of a child container.
- Summaries: Look up container and unit totals by a variety of search criteria, then select how you want to view the details.

Containers and the items within them can be maintained. You can add and delete containers in inventory, add and delete the items within a container, or split an item between containers.

Items may be transferred from one item ID to another. Inventory is adjusted automatically to account for the loss of inventory under the previous item ID and the gain in inventory under the new item ID.

As new items are received from the host system, you can apply the appropriate item class to each new item. The items inherit the defaults, processes, and equipment classes of the item class to which they are assigned.

Containers can be marked for return to vendor. You can select or enter the return address for the vendor.

Paper picks can be confirmed or the pick directives may be purged from the system. This pertains to unit pick, pick to belt, and pick to pallet activities.

You can look up the locations that are marked for cycle counts. The locations may have been manually marked (MM) or system selected (SS).

Units of measure and their conversion factors can also be viewed.

Reports

The following reports are available in the Inventory Management module:

- **Best Before Date report:** Provides a list of best before dates by container for a specified range of dates.
- **Daily Warehouse Statistics report:** Provides a list of the number of units processed, containers processed, and operations performed by activity for a specified range of dates.
- **Inventory Aging report:** Provides a count of the units held in inventory for increasing periods of time. Time periods range from 0-30 days up to 120+ days for a specified range of items.
- **Inventory by Item report:** Provides a count of containers, inner packs, and units for each location where a specified item can be found.
- **Inventory by Location report:** Provides a count of containers, units, available units, distributed units, and inner packs by item for a specified range of locations.
- **Paper Pick Directives report:** Provides pick directives for unit picks.
- **Pending Putaway report:** Provides a list of all received merchandise to be put away.
- **Return to Vendor report:** Provides a list of RTV IDs and container IDs for a specified vendor and authorization number.
- **Return to Vendor Advice report:** Provides a vendor's return address and item information for a specified RTV.
- **Space Utilization report:** Provides a list of underutilized storage locations, including their maximum capacity by cube or standard unit.

Procedures





Maintain inventory by container

- **Navigate:** From the main menu, select Inventory Management > Inventory Inquiry/Edit by Container. The Inventory Inquiry/Edit by Container window is displayed.

Inventory Inquiry/Edit by Container window

Note: You can also access this window from the following windows: Inventory Inquiry by Item, Inventory Inquiry by Location, Inventory Inquiry by Order, Inventory Inquiry by Vendor, WIP Audit Outbound, and Stock Order Inquiry Screen.

Display inventory by container

- 1 If inventory for a container is currently displayed, click the clear  button.
- 2 Click the enter query  button.
- 3 In the Container ID query field, enter the container ID, or click the LOV  button and select the container.
- 4 Click the execute  query button. The inventory for the selected container is displayed.

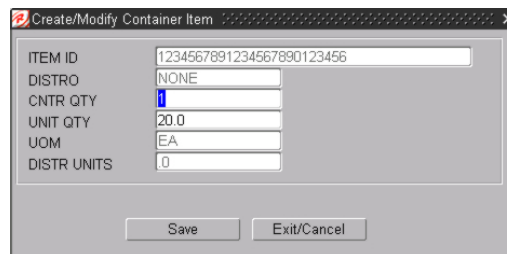
Note: There are three blocks in this window. From top to bottom, they are referred to as the Query block, Container block, and Item block.

Edit a container

- 1 On the Inventory Inquiry/Edit by Container window, click **Next** to place the cursor in the Container block.
- 2 Double-click any field in the Container block. The Create/Modify Container window is displayed.
- 3 Edit the enabled fields as necessary.
- 4 Click **Save** to save any changes and close the Create/Modify Container window.

Edit an item in a container

- 1 On the Inventory Inquiry/Edit by Container window, click **Next** to place the cursor in the Item block.
- 2 Double-click any field in the Item block. The Create/Modify Container Item window is displayed.



ITEM ID	1234567891234567890123456
DISTR	NONE
CNTR QTY	1
UNIT QTY	20.0
UOM	EA
DISTR UNITS	0

Save Exit/Cancel

Create/Modify Container Item window

- 3 Edit the container quantity and unit quantity as necessary.
- 4 Click **Save** to save the changes.
- 5 When prompted to select a reason for the adjustment, select the reason and click **OK**.

Split an item between containers

- 1 On the Inventory Inquiry/Edit by Container window, click **Next** to place the cursor in the Item block.
- 2 Select the item that you want to split.
- 3 Click **Split**. The Split Container window is displayed.


Split Container window

- 4 In the Container field, enter the ID of a new or existing container.
- 5 In the Unit Qty field, enter the number of items to be placed in the container.
- 6 Click **Save** to save the changes and clear the fields.
- 7 Add any additional splits as necessary.
- 8 When done, click **Exit/Cancel** to close the Split Container window.

Add a container

- 1 On the Inventory Inquiry/Edit by Container window, click **Next** to place the cursor in the Container block.

Note: The cursor may also be in the Query block.

- 2 Click **Create Record**. The Create/Modify Container window is displayed.
- 3 In the Master CID field, enter the ID of the master, or parent, container if applicable.
- 4 In the Type field, enter the type of container, or click the LOV  button and select the type.
- 5 If there is no master container, enter the location ID for the container in the Location ID field.
- 6 Edit the default dimensions as necessary.
- 7 In the Container Weight field, enter the weight of the empty container.
- 8 If the container holds a perishable item, enter the best before date in the Best Before Date field.
- 9 Click **Save** to save the changes and close the Create/Modify Container window.

Add an item to a container

- 1 On the Inventory Inquiry/Edit by Container window, click **Next** to place the cursor in the Item block.
- 2 Click **Create Record**. The Create/Modify Container Item window is displayed.
- 3 In the Item ID field, enter the item ID of the item in the container.
- 4 In the Cntr Qty field, enter the number of child containers.
- 5 In the Unit Qty field, enter the number of units.
- 6 Click **Save** to save the changes.
- 7 When prompted to select a reason for the adjustment, select the reason and click **OK**.

Delete a container

- 1 On the Inventory Inquiry/Edit by Container window, click **Next** to place the cursor in the Container block.
- 2 Click **Delete Record**.
- 3 When prompted to delete the record, click **Yes**.
- 4 When prompted to select a reason for the adjustment, select the reason and click **OK**.

Delete an item from a container

- 1 On the Inventory Inquiry/Edit by Container window, click **Next** to place the cursor in the Item block.
- 2 Click **Delete Record**.
- 3 When prompted to delete the record, click **Yes**.

Exit the Inventory Inquiry/Edit by Container window

- Click the exit  button to close the window.




Request FPL top-off replenishment

➡ **Navigate:** From the main menu, select Inventory Management > Topoff Rules Editor. The Topoff Rules Editor window is displayed.

Topoff Rules Editor window

Note: You can also access this window from Support Functions > Processing/Returns Setup > Topoff Rules Editor.

Create a request

- 1 On the Topoff Rules Editor window, enter criteria in the necessary fields. You can restrict the request by the following criteria:
 - Item: In the Item field, enter the ID of the item, or click the LOV  button and select the item.
 - Velocity: In the Item Velocity field, enter the desired velocity.
 - Location range: In the From Location and To Location fields, enter the location IDs, or click the LOV  buttons and select the locations.
 - Zone range: In the From Zone and To Zone fields, enter the zone IDs, or click the LOV  buttons and select the zones.
 - Priority: Select either the Whole Number or the Delta option for either cases or bulk. If you select Whole Number, enter the new priority number in the appropriate Updated field. If you select Delta, enter the number to be subtracted from the Current priority.
- 2 Click **Create Record**. The request is submitted for processing.

Exit the Topoff Rules Editor window

- Click the exit  button to close the window.


Request FPL cleanup or consolidation

- **Navigate:** From the main menu, select Inventory Management > Clean up Rules Editor. The Forward Pick Location Cleanup Editor window is displayed.



Forward Pick Location Cleanup Editor window


Note: You can also access this window from Support Functions > Processing>Returns Setup > Clean up Rules Editor.

Display all forward pick locations

- Click the execute query  button.

Display a subset of forward pick locations

- If forward pick locations are currently displayed, click the clear  button.
- Click the enter query  button.
- Use one or more of the following query criteria:
 - Item: Find all forward pick locations for a specified item.
 - Multiple Location: Find all forward pick locations where its item resides in one or more additional forward pick locations.
 - Days Since Last Stock Order/Purchase Order: Find all forward pick locations that have not had stock orders or purchase orders raised against them in a specified number of days.

- Qty in Location: Find all forward pick locations with less than or equal to the specified quantity.
 - % of Capacity of Fill: Find all locations with less than or equal to the specified percentage of capacity filled.
- 4 Click the execute  query button. The forward pick locations that match the criteria are displayed.

Note: Records that appear grayed out are not eligible for cleanup or consolidation. A record appears grayed out if (1) either a request for cleanup or consolidation already exists or (2) inbound or outbound quantities are expected at the locations.

Request cleanup for one location

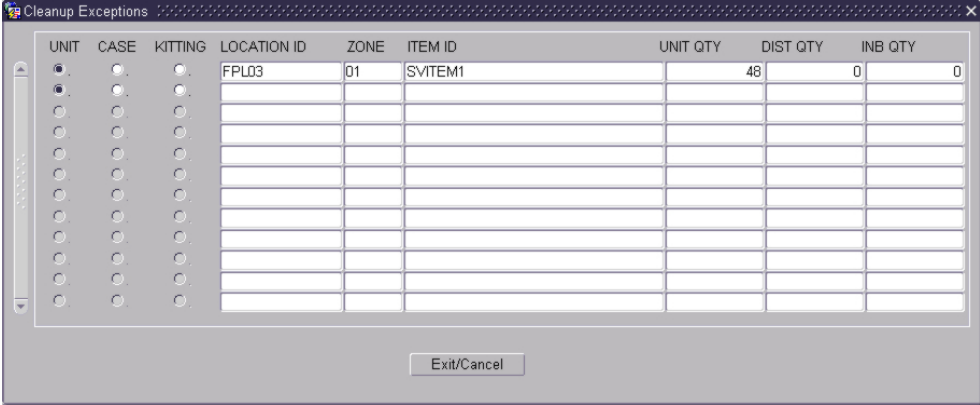
- 1 On the Forward Pick Location Cleanup Editor window, select a location that is eligible for cleanup.

Note: The Clean-up check box must be selected and the record can not be grayed out.

- 2 Click **Clean-up**. The record becomes grayed out which indicates that a cleanup request now exists for the location.

Request cleanup for multiple locations

- 1 On the Forward Pick Location Cleanup Editor window, click **Cleanup All**.
- 2 When prompted to confirm the cleanup request, click **Yes**.
- 3 If prompted about exceptions to the cleanup request, click **Yes**.
- 4 Click **CL Excep**. The locations that do not meet the conditions for cleanup are displayed in the Cleanup Exceptions window.



UNIT	CASE	KITTING	LOCATION ID	ZONE	ITEM ID	UNIT QTY	DIST QTY	INB QTY
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	FPL03	01	SVITEM1	48	0	0
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>						
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>						
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>						
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>						
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>						
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>						
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>						
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>						
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>						

Cleanup Exceptions window

- 5 Click **Exit/Cancel** to close the Cleanup Exceptions window.

Request consolidation

- 1 On the Forward Pick Location Cleanup Editor window, select a location that is eligible for consolidation.

Note: The Consolidate check box must be selected and the record can not be grayed out.

- 2 Click **Consolidate**. The locations that are eligible for consolidation with the selected location are displayed in the Consolidate to Locations window.




UNIT	CASE	KITTING	LOCATION ID	ZONE	ITEM ID	UNIT QTY	DIST QTY	INB QTY	CAPACITY
CONSOLIDATE FROM									
<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	FPL03	01	SVITEM1	48	0	0	100
CONSOLIDATE TO									
<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	FPL04	01	SVITEM1	99	0	0	100
<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	FPL01	01	SVITEM1	10	0	0	100
<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	FPL02	01	SVITEM1	20	0	0	100
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>							
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>							
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>							
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>							
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>							
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>							
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>							
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>							

Consolidate to Locations window

- 3 Select the location that you want to consolidate to and click **Save**.
- 4 When prompted to confirm the consolidation request, click **Yes**.

Exit the Forward Pick Location Cleanup Editor window

- Click the exit  button to close the window.

- 1 Click the enter query  button.
- 2 In the Container ID query field, enter the ID of the container, or click the LOV  button and select the container.
- 3 Click the execute query  button. The details of the return to vendor are displayed.

Process a return to vendor

- 1 On the Return to Vendor window, enter the vendor number in the Vendor Nbr field.
- 2 To enter an address for the vendor:
 - a Click **Vendor Address**. The Vendor Address window is displayed.

Vendor Address window

- b Enter the ship-to address of the vendor or click **Vendor Address** and select the address.
 - c Click **Save** to save any changes and close the Vendor Address window.
- 3 In the Authorization field, enter the authorization number from the vendor.
- 4 Click **RTV**.
- 5 When prompted to confirm the return to vendor, click **Yes**.
- 6 When prompted to select a reason for the inventory adjustment, select the reason and click **OK**. The RTV Advice Setup window is displayed.

RTV Advise Setup window


- 7 In the Destype field, select the type of destination.
- 8 In the Desname field, select the name of the destination.
- Note:** To return to the default settings, click **Default**.
- 9 To view the layout of the report, click on the Layout tab.
- 10 Click **Save**. The report is sent to the selected destination.






Exit the Return to Vendor window

- Click the exit  button to close the window.

Confirm paper unit picks

- **Navigate:** From the main menu, select Inventory Management > Pick Confirmation > Confirm Paper Unit Pick. The Confirm Paper Pick window is displayed.


*Confirm Paper Pick window***Display unit pick directives**

- If any unit pick directives are currently displayed, click the clear  button.
- Click the enter query  button.
- In the Wave Nbr query field, enter the a wave number, or click the LOV  button and select the wave.
- In the Group ID query field, enter the group ID, or click the LOV  button and select the group.
- Click the execute query  button. The unit pick directives that match the search criteria are displayed.

Confirm unit pick directives

- 1 On the Confirm Paper Pick window, select the unit pick directive that you want to confirm.
- 2 Click **Confirm Record**. The pick quantity is updated to equal the requested quantity.

Note: To confirm all unit pick directives that are currently displayed, click **Confirm All**.

- 3 Click **Save** to save the changes.

Purge unit pick directives

- 1 On the Confirm Paper Pick window, select the unit pick directive that you want to purge.
- 2 Click **Purge Pick Dir**.
- 3 When prompted to confirm the purge, click **Yes**.






Exit the Confirm Paper Pick window

- Click the exit  button to close the window.

Generate the Paper Pick Directives report

- **Navigate:** From the main menu, select Inventory Management > Pick Confirmation > Confirm Paper Unit Pick. The Confirm Paper Pick window is displayed.

Display unit pick directives

- 1 If any unit pick directives are currently displayed, click the clear  button.
- 2 Click the enter query  button.
- 3 In the Wave Nbr query field, enter the a wave number, or click the LOV  button and select the wave.
- 4 In the Group ID query field, enter the group ID, or click the LOV  button and select the group.
- 5 Click the execute query  button. The unit pick directives that match the search criteria are displayed.

Generate the Paper Pick Directives report

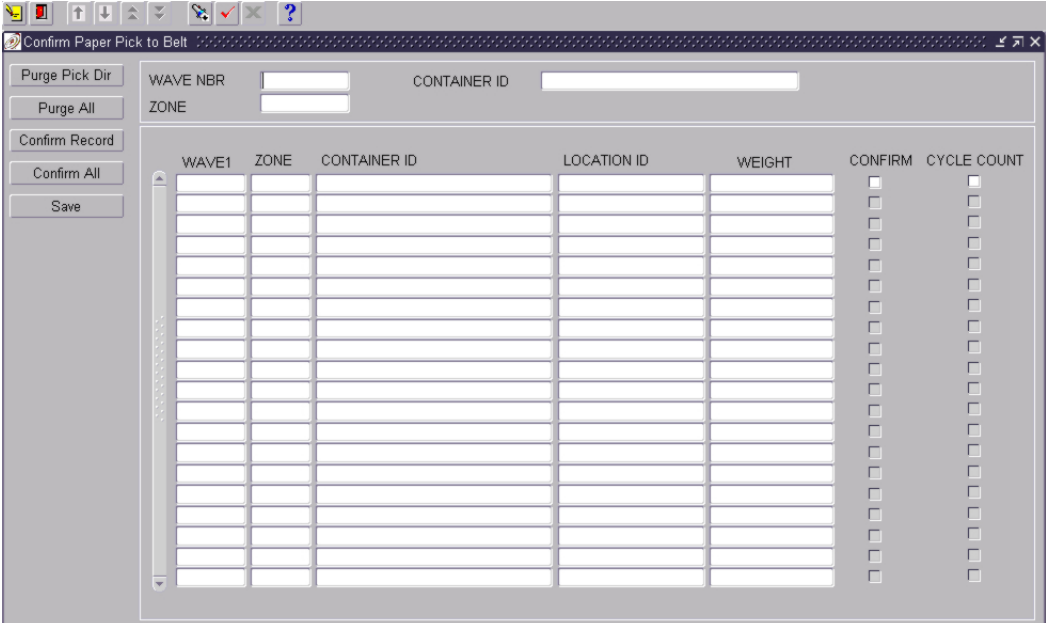
- 1 On the Confirm Paper Pick window, click **Print Report**. The Unit Pick Group Setup window is displayed.
 - 2 In the Destype field, select the type of destination.
 - 3 In the Desname field, select the name of the destination.
- Note:** To return to the default settings, click **Default**.
- 4 To view the layout of the report, click on the Layout tab.
 - 5 Click **Save**. The report is sent to the selected destination.


Exit the Confirm Paper Pick window

- Click the exit  button to close the window.







Confirm paper pick to belt

- **Navigate:** From the main menu, select Inventory Management > Pick Confirmation > Confirm Paper Pick to Belt. The Confirm Paper Pick to Belt window is displayed.


*Confirm Paper Pick to Belt window***Display all container pick directives**

- Click the execute query  button.

Display a subset of container pick directives

- 1 If any container pick directives are currently displayed, click the clear  button.
- 2 Click the enter query  button.
- 3 In the Wave Nbr query field, enter the a wave number, or click the LOV  button and select the wave.
- 4 In the Zone query field, enter the ID of the zone, or click the LOV  button and select the zone.
- 5 In the Container query field, enter the ID of the container, or click the LOV  button and select the container.
- 6 Click the execute query  button. The container pick directives that match the search criteria are displayed.

Confirm container pick directives

- 1 On the Confirm Paper Pick to Belt window, select the Confirm check box next to each container pick directive that you want to confirm.
- 2 Click **Confirm Record**. The selected container pick directives are confirmed.

Note: To confirm all the container pick directives that are currently displayed, click **Confirm All**.

- 3 Click **Save** to save the changes.

Purge container pick directives

- 1 On the Confirm Paper Pick to Belt window, select the Confirm check box next to each container pick directive that you want to purge.
- 2 Click **Purge Pick Dir**. The selected container pick directives are purged.

Note: To purge all the container pick directives that are currently displayed, click **Purge All**.

- 3 When prompted to confirm the purge, click **Yes**.

Exit the Confirm Paper Pick to Belt window


- Click the exit  button to close the window.

Confirm paper pick to pallet







- ➔ **Navigate:** From the main menu, select Inventory Management > Pick Confirmation > Confirm Paper Pick to Pallet. The Confirm Paper Pick to Pallet window is displayed.

Confirm Paper Pick to Pallet window

Display all pallet pick directives

- Click the execute query  button.

Display a subset of pallet pick directives

- If any pallet pick directives are currently displayed, click the clear  button.
- Click the enter query  button.
- In the Wave Nbr query field, enter the a wave number, or click the LOV  button and select the wave.
- In the Zone query field, enter the ID of the zone, or click the LOV  button and select the zone.
- In the Pallet ID query field, enter the ID of the pallet, or click the LOV  button and select the pallet.
- Click the execute query  button. The pallet pick directives that match the search criteria are displayed.

Confirm pallet pick directives

- 1 On the Confirm Paper Pick to Pallet window, select the pallet pick directive that you want to confirm.
- 2 Click **Confirm Record**. The pick quantity is updated to equal the requested quantity.

Note: To confirm all the pallet pick directives that are currently displayed, click **Confirm All**.

- 3 Click **Save** to save the changes.

Purge pallet pick directives

- 1 On the Confirm Paper Pick to Bulk window, select the pallet pick directive that you want to purge.
- 2 Click **Purge Pick Dir**. The selected pallet pick directive is purged.

Note: To purge all the pallet pick directives that are currently displayed, click **Purge All**.

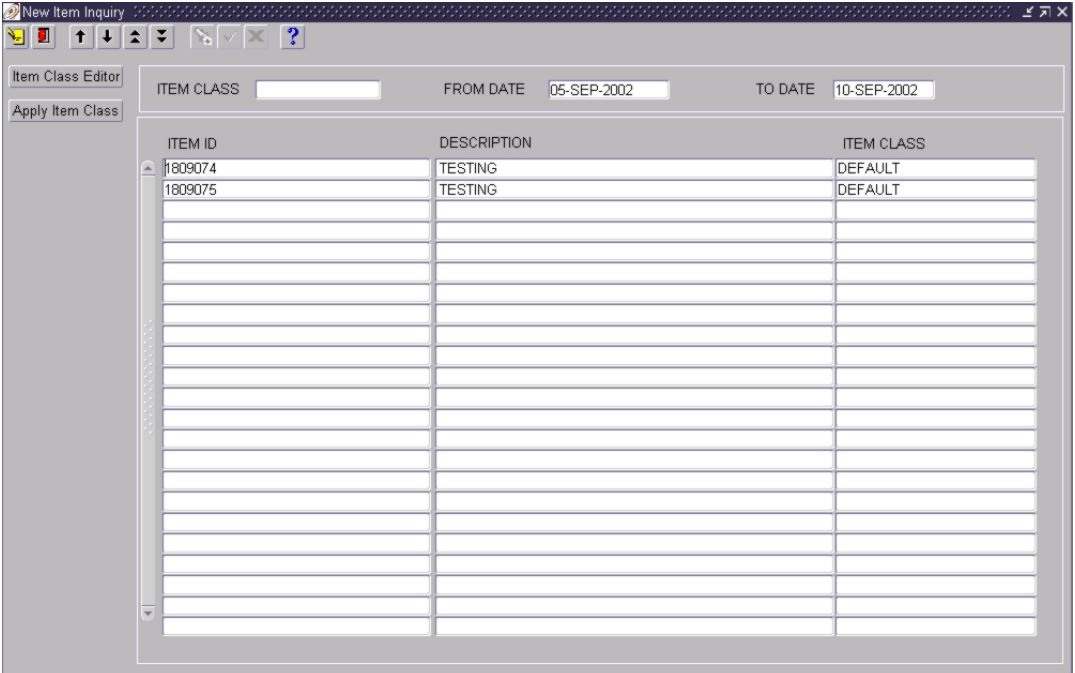
- 3 When prompted to confirm the purge, click **Yes**.

Exit the Confirm Paper Pick to Pallet window

- Click the exit  button to close the window.


View new items

- ➔ **Navigate:** From the main menu, select Inventory Management > New Item Inquiry. The New Item Inquiry window is displayed.







New Item Inquiry window


Display all new items

- Click the execute query  button.

Display a subset of new items

- If any new items are currently displayed, click the clear  button.
- Click the enter query  button.
- To display new items by item class, enter the ID of the item class in the Item Class query field, or click the LOV  button and select the item class.
To display new items by creation date, enter the range of dates in the From Date and To Date fields, or click the calendar buttons  and select the dates.

Note: To search for new items on a specific date, enter the same date in both date fields.

- Click the execute query  button. The new items that match the search criteria are displayed.

Exit the New Item Query window

- Click the exit  button to close the window.

View pending cycle counts

- **Navigate:** From the main menu, select Inventory Management > Pending Cycle Counts Inquiry. The pending cycle counts and summary details are displayed in the Pending Cycle Count Inquiry window.

The screenshot shows a software window titled "Pending Cycle Count Inquiry". At the top, there are several icons: a printer, a red stop sign, up/down arrows, a magnifying glass, a checkmark, an X, and a question mark. Below the title bar, the main area is divided into two sections. On the left, under the heading "LOCATION ID", there is a vertical scrollable list box containing multiple rows. The first row shows "MM 1A006PALD101" and the second row shows "MM UPICK-113". To the right of this list box is a summary section with four labels and corresponding numerical values in input fields: "PERFORMED" with value "2", "REMAINING" with value "2", "REMAINING SYSTEM" with value "0", and "REMAINING MANUAL" with value "2". Below these is a label "% COMPLETE" followed by a field containing the value "50".

Pending Cycle Count Inquiry window

Exit the Pending Cycle Count Inquiry window

- Click the exit  button to close the window.

View units of measure


- ➔ **Navigate:** From the main menu, select Support Functions > Item Setup > UOM Inquiry. The UOM Inquiry window is displayed.

UOM	CLASS	DESCRIPTION
BX	BOX	BOX





FROM UOM	TO UOM	FACTOR	OPERATOR
BX	EA	12	M

UOM Inquiry window

Display all units of measure

- Click the execute query  button.

Display a of unit of measure

- 1 If any units of measure are currently displayed, click the clear  button.
- 2 Click the enter query  button.
- 3 In either the UOM or Class query fields, enter the abbreviation for the unit of measure (UOM) or the type of UOM, or click the LOV  button and select the UOM or type of UOM.
- 4 Click the execute  query button. The details and conversion factors for the selected UOM or type of UOM are displayed.

Exit the UOM Inquiry window





- Click the exit  button to close the window.

View inventory by container

- **Navigate:** From the main menu, select Inventory Management > Inventory Inquiry/Edit by Container. The Inventory Inquiry/Edit by Container window is displayed.

Note: You can also access this window from the following windows: Inventory Inquiry by Item, Inventory Inquiry by Location, Inventory Inquiry by Order, Inventory Inquiry by Vendor, WIP Audit Outbound, and Stock Order Inquiry Screen.

Display inventory by container

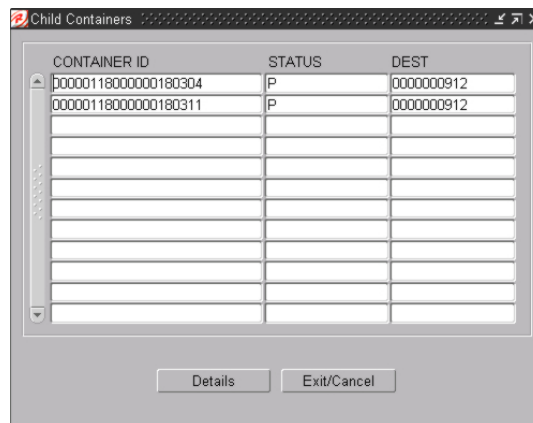
- 1 If inventory for a container is currently displayed, click the clear  button.
- 2 Click the enter query  button.
- 3 In the Container ID query field, enter the container ID, or click the LOV  button and select the container.
- 4 Click the execute  query button. The inventory for the selected container is displayed.

Note: There are three blocks in this window. From top to bottom, they are referred to as the Query block, Container block, and Item block.

Display child containers

Note: If a Y appears in the Children field, then the current container has one or more child containers.





- 1 On the Inventory Inquiry/Edit by Container window, click **Children**. The child containers are displayed on the Child Containers window.



Child Containers window

- 2 Select the child container that you want to view in detail.
- 3 Click **Details**. The details of the selected child container are displayed in the Inventory Inquiry/Edit by Container window.

Display inventory by item

- 1 If inventory for an item is currently displayed, click the clear  button.
- 2 Click the enter query  button.
- 3 In either the Item ID or Vendor Style query field, enter the ID of the item or style, or click the LOV  button and select the item or style.
- 4 Click the execute  query button. The inventory for the selected item or style is displayed.

Mark a location for cycle count

- 1 On the Inventory Inquiry by Item window, select the storage location that you want to mark for cycle count.
- 2 Click **Mark Record**. An 'MM' is displayed in the Cycle Count field. The 'MM' indicates that the location was manually marked for cycle count.

Mark all locations for cycle count

- On the Inventory Inquiry by Item window, click **Mark Grp Rec**. An 'MM' is displayed in the Cycle Count field for each storage location. The 'MM' indicates that the location was manually marked for cycle count.

Exit the Inventory Inquiry by Item window

- Click the exit  button to close the window.





View inventory by location

- ➔ **Navigate:** From the main menu, select Inventory Management > Inventory Inquiry by Location. The Inventory Inquiry by Location window is displayed.

Inventory Inquiry by Location window

Note: You can also access this window from the Inventory Inquiry by Item and Inventory Inquiry by Order windows.

Display inventory by location

- 1 If inventory for a location is currently displayed, click the clear  button.
- 2 Click the enter query  button.
- 3 In the Location ID query field, enter the ID of a location, or click the LOV  button and select the location.
- 4 Click the execute  query button. The inventory for the selected location is displayed.

View inventory at other locations

- To view inventory at the next location (in alphabetical or numerical order), click **Next Record**.
- To view inventory at the previous location (in alphabetical or numerical order), click **Previous Record**.

Mark the location for cycle count

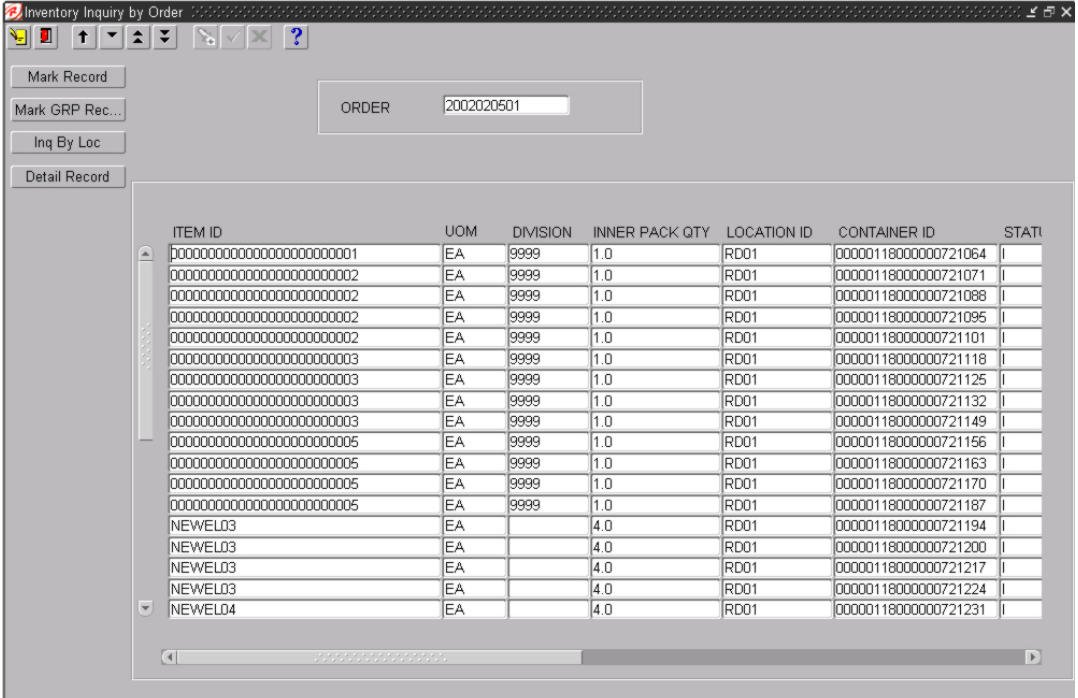
- On the Inventory Inquiry by Location window, click **Mark Record**. An 'MM' is displayed in the Cycle Count field. The 'MM' indicates that the location was manually marked for cycle count.

Exit the Inventory Inquiry by Location window

- Click the exit  button to close the window.

View inventory by purchase order





- Navigate:** From the main menu, select Inventory Management > Inventory Inquiry by Order. The Inventory Inquiry by Order window is displayed.



ITEM ID	UOM	DIVISION	INNER PACK QTY	LOCATION ID	CONTAINER ID	STATUS
00000000000000000000000000000001	EA	9999	1.0	RD01	00000118000000721064	I
00000000000000000000000000000002	EA	9999	1.0	RD01	00000118000000721071	I
00000000000000000000000000000002	EA	9999	1.0	RD01	00000118000000721088	I
00000000000000000000000000000002	EA	9999	1.0	RD01	00000118000000721095	I
00000000000000000000000000000002	EA	9999	1.0	RD01	00000118000000721101	I
00000000000000000000000000000003	EA	9999	1.0	RD01	00000118000000721118	I
00000000000000000000000000000003	EA	9999	1.0	RD01	00000118000000721125	I
00000000000000000000000000000003	EA	9999	1.0	RD01	00000118000000721132	I
00000000000000000000000000000003	EA	9999	1.0	RD01	00000118000000721149	I
00000000000000000000000000000005	EA	9999	1.0	RD01	00000118000000721156	I
00000000000000000000000000000005	EA	9999	1.0	RD01	00000118000000721163	I
00000000000000000000000000000005	EA	9999	1.0	RD01	00000118000000721170	I
00000000000000000000000000000005	EA	9999	1.0	RD01	00000118000000721187	I
NEWEL03	EA		4.0	RD01	00000118000000721194	I
NEWEL03	EA		4.0	RD01	00000118000000721200	I
NEWEL03	EA		4.0	RD01	00000118000000721217	I
NEWEL03	EA		4.0	RD01	00000118000000721224	I
NEWEL04	EA		4.0	RD01	00000118000000721231	I

Inventory Inquiry by Order window

Display inventory by purchase order

- If inventory for a purchase order is currently displayed, click the clear  button.
- Click the enter query  button.
- In the Order query field, enter the purchase order number, or click the LOV  button and select the purchase order.
- Click the execute  query button. The inventory for the selected purchase order is displayed.

Mark a location for cycle count

- 1 On the Inventory Inquiry by Order window, select the storage location that you want to mark for cycle count.
- 2 Click **Mark Record**. An 'MM' is displayed in the Cycle Count field. The 'MM' indicates that the location was manually marked for cycle count.

Mark all locations for cycle count

- On the Inventory Inquiry by Order window, click **Mark Grp Rec.** An 'MM' is displayed in the Cycle Count field for each storage location. The 'MM' indicates that the location was manually marked for cycle count.

Exit the Inventory Inquiry by Order window

- Click the exit  button to close the window.





View inventory by vendor or container status

- **Navigate:** From the main menu, select Inventory Management > Inventory Inquiry by Vendor. The Inventory Inquiry by Vendor window is displayed.

[illegible]

Inventory Inquiry by Vendor window

Display inventory by vendor or container status

- 1 If inventory for a vendor is currently displayed, click the clear  button.
- 2 Click the enter query  button.
- 3 To search for inventory by vendor number, enter the vendor number in the Vendor Nbr field, or click the LOV  button and select the vendor.
 To search for inventory by container status, enter the abbreviation for the container status in the Cont Status field.
 To search for inventory by vendor number and container status, enter criteria in both query fields.
- 4 Click the execute  query button. The inventory for the selected item is displayed.

Mark a location for cycle count

- 1 On the Inventory Inquiry by Vendor window, select the storage location that you want to mark for cycle count.
- 2 Click **Mark Record**. An 'MM' is displayed in the Cycle Count field. The 'MM' indicates that the location was manually marked for cycle count.

Mark all locations for cycle count

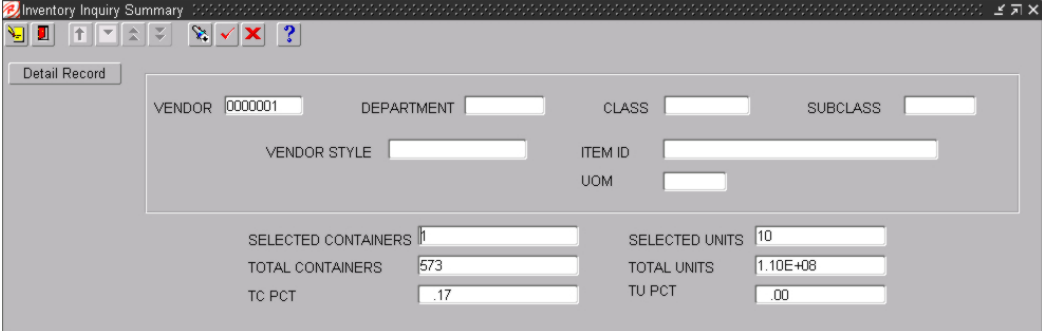
- On the Inventory Inquiry by Vendor window, click **Mark Grp Rec**. An 'MM' is displayed in the Cycle Count field for each storage location. The 'MM' indicates that the location was manually marked for cycle count.

Exit the Inventory Inquiry by Vendor window

- Click the exit  button to close the window.

View inventory summaries

➡ **Navigate:** From the main menu, select Inventory Management > Inventory Inquiry Summary. The Inventory Inquiry Summary window is displayed.






Inventory Inquiry Summary window showing search criteria and summary statistics.

Field	Value
VENDOR	0000001
DEPARTMENT	
CLASS	
SUBCLASS	
VENDOR STYLE	
ITEM ID	
UOM	
SELECTED CONTAINERS	1
TOTAL CONTAINERS	573
TC PCT	.17
SELECTED UNITS	10
TOTAL UNITS	1.10E+08
TU PCT	.00

Inventory Inquiry Summary window

Query the inventory


- 1 Click the enter query  button.
- 2 Enter criteria in the one or more of the query fields, or click the desired LOV  buttons and select the criteria.
- 3 Click the execute query  button. The inventory totals and percentages are calculated by container and unit for the selected criteria.

View inventory details

- 1 On the Inventory Inquiry Summary window, click **Detail Record**. The Inventory Inquiry Summary Detail window is displayed.

[illegible]

Inventory Inquiry Summary Detail window

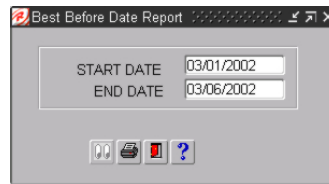
- 2 Select the check box next to each category that you want to view in detail.
- 3 Click the execute query  button. The details are displayed for the selected categories.

Exit the Inventory Inquiry Summary windows


- Click the exit  button to close the windows.

Generate the Best Before Date report

- **Navigate:** From the main menu, select Inventory Management > Reports > Best Before Date Report. The Best Before Date Report window is displayed.



Best Before Date Report window


- 1 In the Start Date and End Date fields, enter the range of dates that you want to include in the report.
- 2 Click the print  button. The report is sent to the default destination.

Generate the Daily Warehouse Statistics report

- **Navigate:** From the main menu, select Inventory Management > Reports > Daily Warehouse Statistics - Audit. The Daily Warehouse Statistics window is displayed.

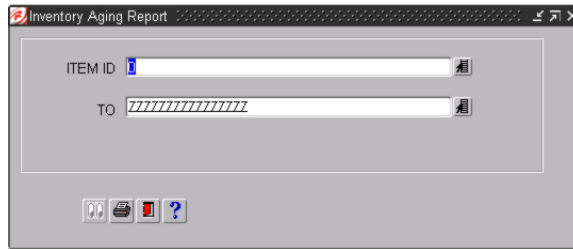


Daily Warehouse Statistics window


- 1 In the Start Date and End Date fields, enter the range of dates that you want to include in the report.
- 2 Click the print  button. The report is sent to the default destination.

Generate the Inventory Aging report

- **Navigate:** From the main menu, select Inventory Management > Reports > Inventory Aging. The Inventory Aging Report window is displayed.

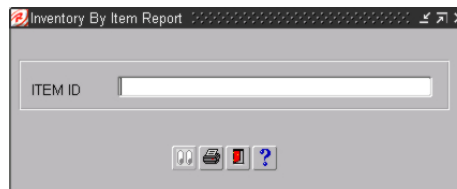


Inventory Aging Report window


- 1 In the Item ID and To fields, select the range of items to be included in the report:
 - To include all items, use the default entries of zero in the Item ID field and multiple Z's in the To field.
 - To include one item, enter the same item ID in both fields.
 - To include a range of items, select the lowest item ID in the Item ID field. Select the highest item ID in the To field. You can enter full or partial item IDs.
- 2 Click the print  button. The report is sent to the default destination.

Generate the Inventory by Item report

- **Navigate:** From the main menu, select Inventory Management > Reports > Inventory by Item. The Inventory by Item Report window is displayed.

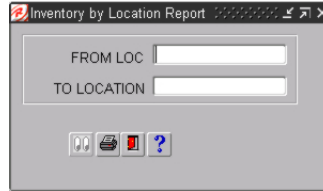


Inventory by Item Report window


- 1 In the Item ID field, enter the ID of the item to be included in the report.
- 2 Click the print  button. The report is sent to the default destination.

Generate the Inventory by Location report

- **Navigate:** From the main menu, select Inventory Management > Reports > Inventory by Location. The Inventory by Location Report window is displayed.

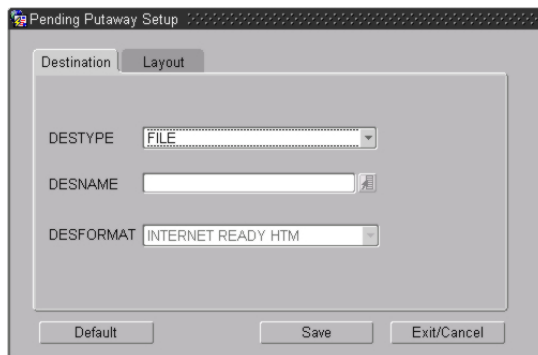


Inventory by Location Report window

- 1 In the From Loc and To Location fields, enter the range of locations to be included in the report:
 - To include all locations, enter zero in the From Loc field and multiple Z's in the To Location field.
 - To include one location, enter the same location ID in both fields.
 - To include a range of locations, enter the lowest location ID in the From Loc field. Enter the highest location ID in the To Location field. You can enter full or partial location IDs.
- 2 Click the print  button. The report is sent to the default destination.

Generate the Pending Putaway report

- **Navigate:** From the main menu, select Inventory Management > Reports > Pending Putaways. The Pending Putaway Setup window is displayed.



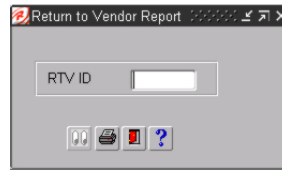
Pending Putaway Setup window

- 1 In the Destype field, select the type of destination.
- 2 In the Desname field, select the name of the destination.
- 3 To view the layout of the report, click on the Layout tab.
- 4 Click **Save**. The report is sent to the selected destination.

Note: To return to the default settings, click **Default**.


Generate the Return to Vendor Advice report

- **Navigate:** From the main menu, select Inventory Management > Reports > Return to Vendor Advice. The Return to Vendor Report window is displayed.



Return to Vendor Report window

Note: This report can also be generated when you process an RTV using the Return to Vendor window.

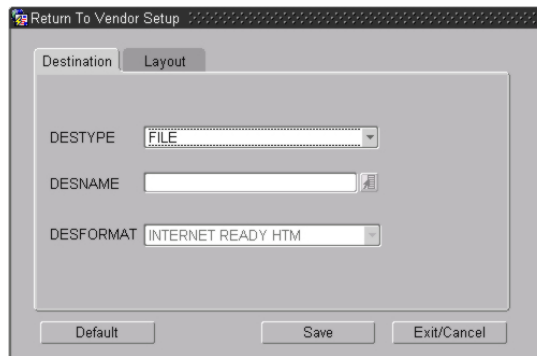
- 1 In the RTV ID field, enter the ID of the Return to Vendor record that you want to include in the report.
- 2 Click the print  button. The report is sent to the default destination.

Generate the Return to Vendor report

- **Navigate:** From the main menu, select Inventory Management > Return to Vendor. The Return to Vendor window is displayed.

Note: You can also access this window from the Inventory Inquiry by Vendor window.

- 1 On the Return to Vendor window, enter the vendor number in the Vendor Nbr field.
- 2 In the Authorization field, enter the authorization number for the return.
- 3 Click **Print**. The Return to Vendor Setup window is displayed.

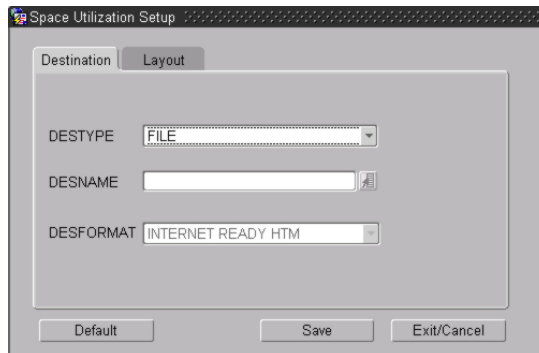


Return to Vendor Setup window

- 4 In the Destype field, select the type of destination.
 - 5 In the Desname field, select the name of the destination.
- Note:** To return to the default settings, click **Default**.
- 6 To view the layout of the report, click on the Layout tab.
 - 7 Click **Save**. The report is sent to the selected destination.

Generate the Space Utilization report

- ➔ **Navigate:** From the main menu, select Inventory Management > Reports > Space Utilization. The Space Utilization Setup window is displayed.



Space Utilization Setup window

- 1 In the Destype field, select the type of destination.
 - 2 In the Desname field, select the name of the destination.
- Note:** To return to the default settings, click **Default**.
- 3 To view the layout of the report, click on the Layout tab.
 - 4 Click **Save**. The report is sent to the selected destination.

Chapter 9 – Distribution planning

Overview

Distribution planning can begin when stock orders are received from the host system or manually entered into RDM. Some stock orders received from the host are processed automatically. Manually-entered orders and orders marked as manual or PO by the host must be processed manually.

Stock orders are replenishment requests by stores. These stock orders are referred to as distros. For a distribution center that supplies merchandise directly to the consumer, a stock order represents a customer order. A customer order may be spread across one or multiple distros based on the cartonization process. For example, if the system determines that a customer order with five items fits into two outbound shipping containers, a distro is created for each container.

Stock orders are categorized as pre-allocations, post allocations, and post allocations by PO depending on how the orders are filled.

- **Pre-allocation:** Distribution of inbound merchandise. Pre-allocations enter the system in one of two ways: 1) Stock order and stock allocation records are received from the host. The records contain detailed information for both ASN and non-ASN receipts. 2) Vendors enter ASN information into RDM via the Web.
- **Post allocation:** Distribution of merchandise after it is received and put away in storage locations. RDM distributes merchandise by identifying all containers eligible for bulk picking, then container picking. The remaining allocations are satisfied through a unit pick system.
- **Post allocation by purchase order:** RDM examines all containers in storage and staging locations and retrieves eligible inventory based on the user-entered purchase order that is associated with a stock order.

When manual and PO type stock orders are selected for distribution, they are assigned to available waves.

Each wave may use one of the following distribution methods:

- **Efficiency:** The picker is sent to a sequence of locations that fulfills the demand in the least distance traveled. This minimizes walking time for the picker. The picker picks from each location until it is empty.
- **FIFO (First in, first out):** The picker is sent to locations based on the receipt date for merchandise. The picker picks from each location until it is empty.
- **Pick to clean:** The picker is sent to the most locations that can be picked clean in order to meet the demand. This frees up the most locations, which can then be used to store other inbound merchandise.

Business process

If you manually create a stock order, you must assign it to an available wave. Should the appropriate wave not exist, you can create a wave. Manual and PO type stock orders that are received from the host must also be assigned to waves. You can select such stock orders using predefined queries or sets of queries.

A wave is a group of orders that can be released together for picking and shipment. The distribution process varies by the type of wave used to distribute merchandise. The type of wave may be:

- Automatic: All open, automatic orders that are eligible for distribution are assigned to the next available wave of the type Automatic. These assignments are controlled by the host.
- Manual: DC personnel select manual type orders and assign them to available waves of the type Manual.
- PO: DC personnel select PO type orders and assign them to available waves of the type PO.
- Predist: If inbound containers contain a pre-allocated item that can be shipped directly without exceeding the requested quantity, the system assigns the order to an available wave of the type Predist.
- Wave: DC personnel assign specific destinations to daily pick waves of the type Wave.

There are several windows that allow you to monitor the progress of orders, pick waves, and pack waves. You can view the percentages of an order that are at the various stages of processing. You can view the planned and picked quantities for bulk, case, and unit operations by wave and by destination. Pick directives can be viewed and purged from the system.

Reports

The following distribution reports are available for distribution planning:

- Outstanding Orders report: Provides a list of undistributed or partially distributed stock orders.
- Pending Picks report: Provides a list of pending picks by wave and type of operation (bulk, container, replenishment, and unit).
- Pick Package Audit report: Indicates where problems may have occurred when a pick package was printed for a wave.
- PTS Containers to Close report: Provides a list of put to store containers that have been open longer than a preset number of days.
- Wave Preview report: Provides a breakdown by operation (bulk, case, replenishment, and unit) for a tentative manual wave.





Procedures

Maintain manual stock orders


- **Navigate:** From the main menu, select Distribution Planning > Stock Order Creation. The Stock Order Creation window is displayed.

Stock Order Creation window

Display a manual stock order

- 1 If a stock order is currently displayed, click the clear  button.
- 2 Click the enter query  button.
- 3 In the Customer Order Number query field, enter the customer order number, or click the LOV  button and select the customer order number.
- 4 In the Stock Order Number query field, enter the stock order number, or click the LOV  button and select the stock order number.


Note: The stock order number is required if more than one stock order is associated with the customer order.

- 5 Click the execute query  button. The details of the selected stock order are displayed.

- 5 To create another stock order under the same customer order number, click **Add Stock Order**. The Create/Modify window is displayed.

Delete location details

- 1 On the Stock Order Creation window, click **Details**. The Stock Order Detail window is displayed.
- 2 Select the record that you want to delete.
- 3 Click **Delete Record**.
- 4 When prompted to delete the record, click **Yes**.

- 5 Click the exit  button to close the Stock Order Detail window.

Delete a manual stock order

- 1 On the Stock Order Creation window, click **Delete Record**.
- 2 When prompted to delete the record, click **Yes**.

Exit the Stock Order Creation window

- Click the exit  button to close the window.


View stock orders

- **Navigate:** From the main menu, select Distribution Planning > Stock Order Inquiry. The Stock Order Inquiry window is displayed.





[illegible]

Stock Order Inquiry window

Display all stock orders

- Click the execute query  button.

Display a subset of the stock orders

- 1 If any stock orders are currently displayed, click the clear  button.
- 2 Click the enter query  button.
- 3 Enter a customer order number, distro number, or parent customer order number in the appropriate query field, or click the LOV  button and select the desired number.
- 4 Click the execute query  button. The details of the selected stock orders are displayed.

View address and shipping details

- 1 On the Stock Order Inquiry window, select the stock order that you want to view in detail.
- 2 Click **Address**. The details are displayed on the Stock Order Address window.

Stock Order Address window

- 3 Click **Exit/Cancel** to close the Stock Order Address window.

View destinations

- 1 On the Stock Order Inquiry window, select the stock order that you want to view in detail.
- 2 Click **Details**. The details are displayed on the Stock Order Detail window.

Stock Order Detail window

- 3 Click **Exit/Cancel** to close the Stock Order Detail window.






View stock order statuses

- ➔ **Navigate:** From the main menu, select Distribution Planning > Stock Order Status Inquiry. The Stock Order Status Inquiry window is displayed.

Status	Percentage
OPEN	100 %
SELECTED	0 %
PENDING PICK	0 %
PICKED	0 %
STAGED	0 %
MANIFESTED	0 %
SHIPPED	0 %

Stock Order Status Inquiry window

Display the progress of a stock order

- 1 If a stock order is currently displayed, click the clear  button.
- 2 Click the enter query  button.
- 3 In the Cust Order Nbr query field, enter the customer order number, or click the LOV  button and select the customer order number.
- 4 In the Distro Nbr query field, enter the distro number, or click the LOV  button and select the distro number.
- 5 Click the execute query  button. The progress of the selected stock order is displayed.

Exit the Stock Order Status Inquiry window

- Click the exit  button to close the window.

- 3 To display all stock orders that match the above criteria:
 - a Click **Build Query**. The Build Query window is displayed.
 - b Click **List All Ord.**
 - c When prompted to run the query, click **Yes**. The results of the query are displayed in the Query Results block.

You have several tools available in order to query the stock orders. You can create and save a query, load and run a query, run a set of queries and adjust the results by query.

Select stock orders for distribution

After performing a query, move stock orders to the Distribute Orders block or remove any unnecessary stock orders from the block.

- To move a stock order to the Distribute Orders block, select the stock order and click **Add Order**.
- To move all the stock orders to the Distribute Orders block, click **Add All**.
- To remove a stock order from the Distribute Orders block, select the stock order and click **Delete Row**.
- To remove all stock orders from the Distribute Orders block, click **Clear List**.

View stock order selection exceptions

If chutes are defined for unit pick systems, the system applies chute logic to each order line that is moved from the Query Results block to the Distribute Orders block. An X is placed to the left of each customer order in the Query Results block that does not fit into a chute for any reason. You can view the reasons on the Exception Details window.

- 1 On the Select Stock Order window, click **Exception Detail**. The order exceptions are displayed in the Exception Details window.
- 2 Click **Exit/Cancel** to close the Exception Details window.

Review the selected stock orders

You can access several windows in order to review additional details for selected stock orders.

- Details for Distro Nbr: Displays the details of a selected distro by destination.
- Wave Preview: Displays details of the pick wave. You can also generate the Wave Preview report.
- Order Summary: Displays a summary of the stock orders in the Distribute Orders block.

Distribute selected stock orders

- 1 On the Select Stock Order window, click **Distribute**. The current pick waves are displayed in the Select Available Wave window.

The screenshot shows the 'Select Available Wave' window. It contains a table with the following columns: WAVE, DESCRIPTION, WAVE STATUS, WAVE TYPE, DISTRIBUTION METHOD, GROUP QTY, and PRINT PACK SLIP. The table lists 27 waves. Waves 1-13 are PREDIST or TEST waves with statuses OPEN or PLANNED. Waves 14-27 are various waves, including 'Rude's test wave', with statuses ranging from PLANNED to AVAIL. The 'DISTRIBUTION METHOD' column shows values like PICKTOCLEAN, EFFICIENCY, and AUTOMATIC. The 'GROUP QTY' column shows values like 0. The 'PRINT PACK SLIP' column has checkboxes, with waves 21 and 22 checked.

WAVE	DESCRIPTION	WAVE STATUS	WAVE TYPE	DISTRIBUTION METHOD	GROUP QTY	PRINT PACK SLIP
1	PREDIST	OPEN	PREDIST	PICKTOCLEAN	0	<input type="checkbox"/>
2	PREDIST	OPEN	PREDIST	PICKTOCLEAN	0	<input type="checkbox"/>
3	BIPLAB TEST	PLANNED	MANUAL	EFFICIENCY	0	<input type="checkbox"/>
4	PREDIST	OPEN	PREDIST	EFFICIENCY	0	<input type="checkbox"/>
5	PREDIST	OPEN	PREDIST	EFFICIENCY	0	<input type="checkbox"/>
6	PREDIST	OPEN	PREDIST	EFFICIENCY	0	<input type="checkbox"/>
7	TEST	PLANNED	MANUAL	EFFICIENCY	0	<input type="checkbox"/>
8	TEST	PLANNED	MANUAL	EFFICIENCY	0	<input type="checkbox"/>
9	PREDIST	OPEN	PREDIST	EFFICIENCY	0	<input type="checkbox"/>
10	PREDIST	OPEN	PREDIST	EFFICIENCY	0	<input type="checkbox"/>
11	Marks	PLANNED	MANUAL	EFFICIENCY	0	<input type="checkbox"/>
12	TEST	PLANNED	MANUAL	EFFICIENCY	0	<input type="checkbox"/>
13		PLANNED	MANUAL	EFFICIENCY	0	<input type="checkbox"/>
15	Rude's test wave	PLANNED	MANUAL	EFFICIENCY	0	<input type="checkbox"/>
16		PLANNED	MANUAL	EFFICIENCY	0	<input type="checkbox"/>
17		PLANNED	MANUAL	EFFICIENCY	0	<input type="checkbox"/>
18		PLANNED	MANUAL	EFFICIENCY	0	<input type="checkbox"/>
19		PLANNED	MANUAL	EFFICIENCY	0	<input type="checkbox"/>
20		PLANNED	MANUAL	EFFICIENCY	0	<input type="checkbox"/>
21		AVAIL	AUTOMATIC	EFFICIENCY	0	<input checked="" type="checkbox"/>
22		AVAIL	WAVE	EFFICIENCY	0	<input checked="" type="checkbox"/>
23		PRINTED	MANUAL	EFFICIENCY	0	<input type="checkbox"/>
24		PLANNED	MANUAL	EFFICIENCY	0	<input type="checkbox"/>
25		PLANNED	MANUAL	EFFICIENCY	0	<input type="checkbox"/>
26		PLANNED	MANUAL	EFFICIENCY	0	<input type="checkbox"/>
27		PLANNED	PO	EFFICIENCY	0	<input type="checkbox"/>

Select Available Wave window

- 2 Select a Manual or PO pick wave with a status of Available.
If there is no available wave, you can add a wave.
 - a On the Select Available Wave window, click **Create Record**. The Create/Modify window is displayed.

The screenshot shows the 'Create/Modify' window. It has fields for WAVE NBR, DESCRIPTION, DISTRIBUTION METHOD, WAVE TYPE, and GROUP QTY. The WAVE NBR field is empty. The DESCRIPTION field is empty. The DISTRIBUTION METHOD field is a dropdown menu. The WAVE TYPE field is a dropdown menu. The GROUP QTY field is empty. There are 'Save' and 'Exit/Cancel' buttons at the bottom.

Create/Modify window

- b In the Wave Nbr and Description fields, enter a number and description for the wave.
 - c In the Distribution Method field, select the appropriate method.
 - d In the Wave Type field, select the type of wave. The type may be PO or Manual.
 - e In the Group Qty field, enter the number of slots if slotted picking carts are used by the pickers.
 - f Click **Save** to save the changes and close the Create/Modify window. You can then select the new pick wave if desired.

- 3 Click **Process**.
- 4 When prompted to assign the stock orders to the wave, click **Yes**. The stock orders are assigned and you are returned to the Select Stock Order window.

Exit the Select Stock Order window

- Click the exit  button to close the window.

Query manual stock orders

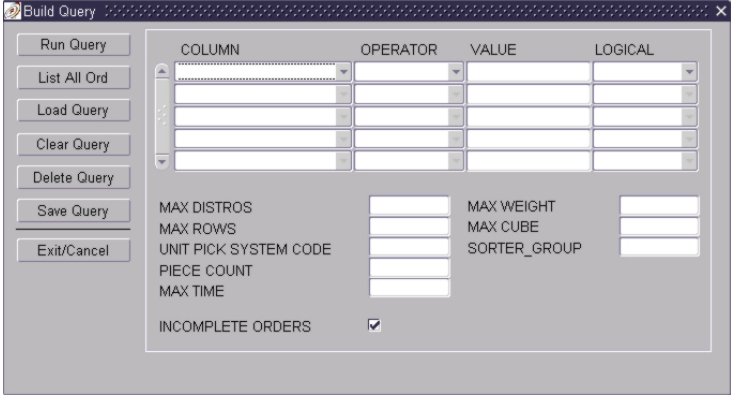
- **Navigate:** From the main menu, select Distribution Planning > Select Stock Order. The Select Stock Order window displayed.

Run a query

- 1 On the Select Stock Order window, click **Build Query**. The Build Query window is displayed.
- 2 If a query is displayed, click **Clear Query**.
- 3 To load a query:
 - a Click **Load Query**. The Select Order Queries window is displayed.
 - b Select the query that you want to use.
 - c Click **Load Query**. The query is displayed on the Build Query window.
- 4 Click **Run Query**. The query is run and the results are displayed on the Query Results block of the Select Stock Order window.

Build a query

- 1 On the Select Stock Order window, click **Build Query**. The Build Query window is displayed.



COLUMN	OPERATOR	VALUE	LOGICAL


MAX DISTROS MAX WEIGHT
 MAX ROWS MAX CUBE
 UNIT PICK SYSTEM CODE SORTER_GROUP
 PIECE COUNT
 MAX TIME
 INCOMPLETE ORDERS ☒

Build Query window

- 2 In the Column field, select a limiting element.
- 3 In the Operator field, select a relational operator.
- 4 In the Value field, enter the value of the element selected in the Column field.

- [illegible]

Select Order Queries window

- b In the **Save** field, enter a name for the query.
 - c If the query is to be saved as part of a query set, select the query set in the **Set Name** field, or click the **LOV**  button and select the query set.
 - d Click **Save** to save the query and close the **Select Order Queries** window.
- 10 On the **Build Query** window, click **Run Query** to run the query or **Exit/Cancel** to close the **Build Query** window.

Delete a query

- 1 On the Select Stock Order window, click **Build Query**. The Build Query window is displayed.
- 2 Click **Delete Query**. The Select Order Queries window is displayed.
- 3 Select the query that you want to delete.
- 4 Click **Delete Query**.
- 5 When prompted to delete the record, click **Yes**. The query is deleted and you are returned to the Build Query window.
- 6 Click **Exit/Cancel** to close the Build Query window.

Exit the Select Stock Order window

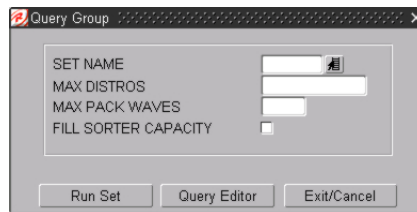
- Click the exit  button to close the window.


Run query sets on manual stock orders

- **Navigate:** From the main menu, select Distribution Planning > Select Stock Order. The Select Stock Order window displayed.

Run a set of queries

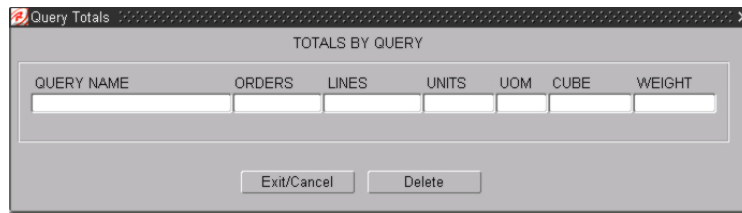
- 1 On the Select Stock Order window, click **Query Group**. The Query Group window is displayed.

*Query Group window*

- 2 In the Set Name field, enter the name of a query set, or click the LOV  button and select the query set.
- 3 Enter any chute constraints as necessary:
 - Max Distros: Limits the number of distros returned.
 - Max Pack Waves: Limits the number of pack waves generated. It does not exceed the number of pack waves designated for the sorter group.
 - Fill Sorter Capacity: Limits the number of orders to what is needed in order to fill the sorter.
- 4 Click **Run Set**. The set of queries is run, chute logic is applied, and the results are displayed on the Query Results block of the Select Stock Order window.

Adjust the results


- 1 On the Select Stock Order window, click **Query Totals**. The Query Totals window is displayed.

***Query Totals window***

- 2 To remove the order lines returned by a specific query in the query set, select the query and click **Delete**. The lines are removed from the Distribute Orders block on the Select Stock Order window.

Exit the Select Stock Order window

- Click the exit  button to close the window.

- 1 On the Select Stock Order window, click **Review**. The waves for the current date are displayed in the Manual Wave Review window.
- 2 Click the exit  button to close the Manual Wave Review window.

View wave details

- 1 On the Select Stock Order window, click **Wave Preview**. The details are displayed in the Wave Preview window.

Wave Preview				
Print		OPERATIONS	RESOURCES	HOURS
Report Setup	BULK	20	1	10.00
	BULK REPLEN	0	1	00.00
Exit/Cancel	CASE	0	1	00.00
	CASE REPLEN	0	1	00.00
	UNIT	2	2	00.02
	PRIME UNIT	0	1	00.00
	UNIT REPLEN	0	1	00.00
	PRIME UNIT REPLEN	0	5	00.00
	TOTAL	22	13	10.02

Wave Preview window

- 2 Click **Exit/Cancel** to close the Wave Preview window.

Generate the Wave Preview report

- 1 On the Select Stock Order window, click **Wave Preview**. The wave details are displayed in the Wave Preview window.
- 2 Click **Print**. The Wave Preview report is sent to the default destination.

View a distribution summary

- 1 On the Select Stock Order window, click **Summary**. The details are displayed in the Order Summary window.

DISTRO NBR	REQUESTED QTY	UOM	DISTR QTY
JAMIC06	21.5	EA	.0
TOTAL ORDERS	1	21.5 EA	.0

Exit/Cancel

Order Summary window

- 2 Click **Exit/Cancel** to close the Order Summary window.

Exit the Select Stock Order window

- Click the exit  button to close the window.

Maintain stock order queries

- **Navigate:** From the main menu, select Distribution Planning > Order Query Editor. The current queries are displayed in the Order Queries Editor window.

[illegible]

Edit a query

- 1 On the Order Queries Editor window, double-click the query that you want to edit. The Modify Order Queries window is displayed.

2 Modify Order Queries

SET NAME

NAME

PRIMARY SEQUENCE

SECONDARY SEQUENCE

MAX DISTROS

MAX PIECE COUNT

MAX LINES

MAX WEIGHT

MAX CUBE

ORDER LEVEL

ORDER TYPE

UNIT PICK SYSTEM

SORTER_GROUP

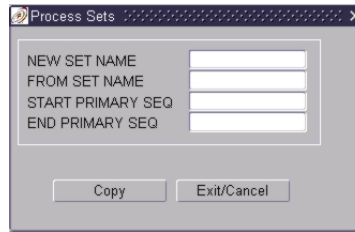
GROUP QTY

PRINT PACK SLIP ☐

- 2 Edit the enabled fields as necessary.
- 3 Click **Save** to save any changes and close the Modify Order Queries window.

Copy a query set

- 1 On the Order Queries Editor window, click **Copy Set**. The Process Sets window is displayed.

*Process Sets window*

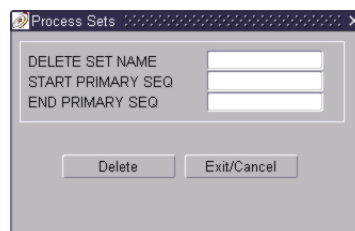
- 2 In the New Set Name field, enter the name of the new set.
- 3 In the From Set Name field, enter the name of the set to be copied.
- 4 In the Start Primary Seq and End Primary Seq fields, enter the first and last primary sequence numbers that you want to include in the range of queries.
- 5 Click **Copy** to save the changes and close the window. Any queries from the selected set that have primary sequence numbers within the selected range are copied to the new set.

Delete a query

- 1 On the Order Queries Editor window, select the query that you want to delete.
- 2 Click **Delete Record**.
- 3 When prompted to delete the record, click **Yes**.

Delete a query set

- 1 On the Order Queries Editor window, click **Delete Set**. The Process Sets window is displayed.

*Process Sets window*

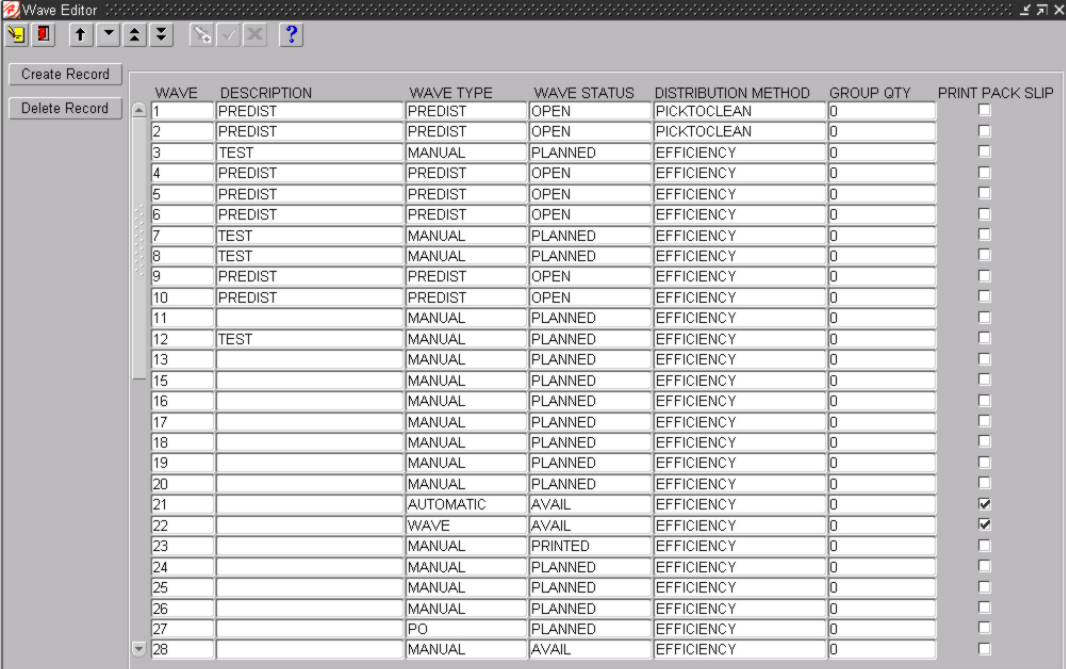
- 2 In the Delete Set Name field, enter the name of the set that you want to delete.
- 3 To delete only a range of queries from the selected set, enter the start and end primary sequence numbers in the appropriate fields.
- 4 Click **Delete**. The queries within the range of sequence number are deleted. If no sequence numbers were entered, the entire query set is deleted.

Exit the Order Queries Editor window

- Click the exit  button to close the window.

Maintain waves

- **Navigate:** From the main menu, select Distribution Planning > Wave Editor.
The current waves are displayed in the Wave Editor window.



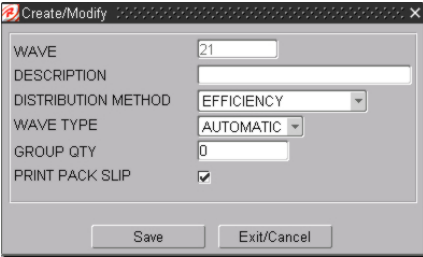
The Wave Editor window displays a table of waves with the following columns: WAVE, DESCRIPTION, WAVE TYPE, WAVE STATUS, DISTRIBUTION METHOD, GROUP QTY, and PRINT PACK SLIP. The table contains 28 rows of data.

WAVE	DESCRIPTION	WAVE TYPE	WAVE STATUS	DISTRIBUTION METHOD	GROUP QTY	PRINT PACK SLIP
1	PREDIST	PREDIST	OPEN	PICKTOCLEAN	0	<input type="checkbox"/>
2	PREDIST	PREDIST	OPEN	PICKTOCLEAN	0	<input type="checkbox"/>
3	TEST	MANUAL	PLANNED	EFFICIENCY	0	<input type="checkbox"/>
4	PREDIST	PREDIST	OPEN	EFFICIENCY	0	<input type="checkbox"/>
5	PREDIST	PREDIST	OPEN	EFFICIENCY	0	<input type="checkbox"/>
6	PREDIST	PREDIST	OPEN	EFFICIENCY	0	<input type="checkbox"/>
7	TEST	MANUAL	PLANNED	EFFICIENCY	0	<input type="checkbox"/>
8	TEST	MANUAL	PLANNED	EFFICIENCY	0	<input type="checkbox"/>
9	PREDIST	PREDIST	OPEN	EFFICIENCY	0	<input type="checkbox"/>
10	PREDIST	PREDIST	OPEN	EFFICIENCY	0	<input type="checkbox"/>
11		MANUAL	PLANNED	EFFICIENCY	0	<input type="checkbox"/>
12	TEST	MANUAL	PLANNED	EFFICIENCY	0	<input type="checkbox"/>
13		MANUAL	PLANNED	EFFICIENCY	0	<input type="checkbox"/>
15		MANUAL	PLANNED	EFFICIENCY	0	<input type="checkbox"/>
16		MANUAL	PLANNED	EFFICIENCY	0	<input type="checkbox"/>
17		MANUAL	PLANNED	EFFICIENCY	0	<input type="checkbox"/>
18		MANUAL	PLANNED	EFFICIENCY	0	<input type="checkbox"/>
19		MANUAL	PLANNED	EFFICIENCY	0	<input type="checkbox"/>
20		MANUAL	PLANNED	EFFICIENCY	0	<input type="checkbox"/>
21		AUTOMATIC	AVAIL	EFFICIENCY	0	<input checked="" type="checkbox"/>
22		WAVE	AVAIL	EFFICIENCY	0	<input checked="" type="checkbox"/>
23		MANUAL	PRINTED	EFFICIENCY	0	<input type="checkbox"/>
24		MANUAL	PLANNED	EFFICIENCY	0	<input type="checkbox"/>
25		MANUAL	PLANNED	EFFICIENCY	0	<input type="checkbox"/>
26		MANUAL	PLANNED	EFFICIENCY	0	<input type="checkbox"/>
27		PO	PLANNED	EFFICIENCY	0	<input type="checkbox"/>
28		MANUAL	AVAIL	EFFICIENCY	0	<input type="checkbox"/>

*Wave Editor window***Edit a wave**

Note: Only waves with a status of Available may be edited.

- On the Wave Editor window, double-click the wave that you want to edit.
The Create/Modify window is displayed.



The Create/Modify window displays the following fields:

- WAVE: 21
- DESCRIPTION: (empty text box)
- DISTRIBUTION METHOD: EFFICIENCY (dropdown menu)
- WAVE TYPE: AUTOMATIC (dropdown menu)
- GROUP QTY: 0
- PRINT PACK SLIP: ☒

Buttons: Save, Exit/Cancel

Create/Modify window

- Edit the enabled fields as necessary.
- Click **Save** to save any changes and close the Create/Modify window.

Add a wave

- 1 On the Wave Editor window, click **Create Record**. The Create/Modify window is displayed.
- 2 In the Wave field, enter a unique wave number.
- 3 In the Description field, enter a description for the wave.
- 4 In the Distribution Method field, select the appropriate method.
- 5 In the Wave Type field, select the type of wave.
- 6 In the Group Qty field, enter the number of containers to group in a wave.
- 7 To indicate that a packing slip should be printed when the wave labels are printed, select the Print Pack Slip check box.
- 8 Click **Save** to save the changes and close the Create/Modify window.

Delete a wave

Note: Only waves with a status of Available may be deleted.

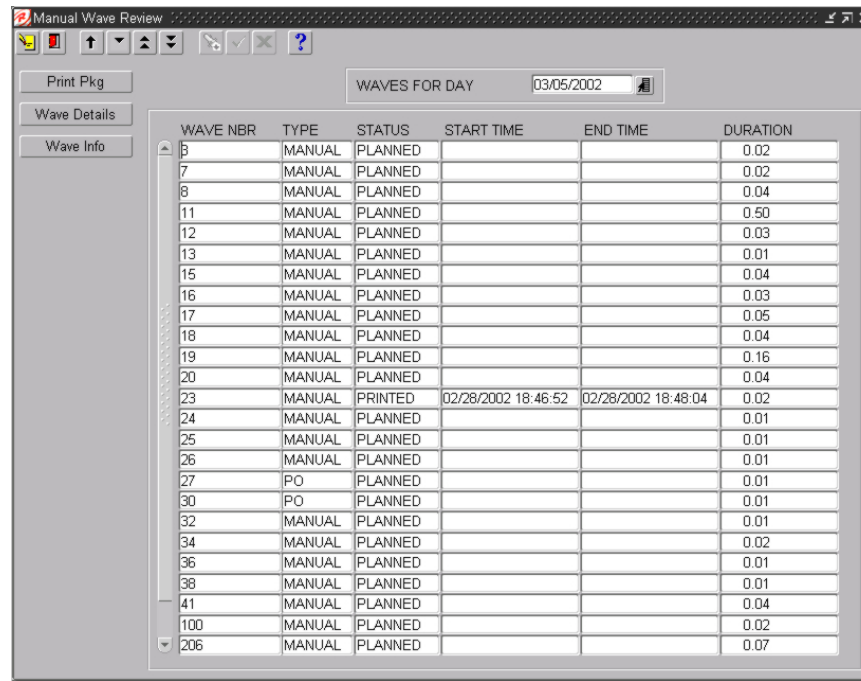
- 1 On the Wave Editor window, select the wave that you want to delete.
- 2 Click **Delete Record**.
- 3 When prompted to delete the record, click **Yes**.

Exit the Wave Editor window

- Click the exit  button to close the window.

Maintain manual waves

- **Navigate:** From the main menu, select Distribution Planning > Manual Wave Review. The manual waves for the current date are displayed in the Manual Wave Review window.





The screenshot shows the 'Manual Wave Review' window. It has a title bar with standard window controls. Below the title bar is a toolbar with icons for print, save, undo, redo, and help. A 'Print Pkg' button is on the left. A 'Wave Details' section contains a 'Wave Info' button. The main area is a table titled 'WAVES FOR DAY' with a date field set to '03/05/2002'. The table has columns: WAVE NBR, TYPE, STATUS, START TIME, END TIME, and DURATION. The table contains 20 rows of data, mostly with 'MANUAL' and 'PLANNED' status, and one row with 'PRINTED' status and specific start/end times.

WAVE NBR	TYPE	STATUS	START TIME	END TIME	DURATION
5	MANUAL	PLANNED			0.02
7	MANUAL	PLANNED			0.02
8	MANUAL	PLANNED			0.04
11	MANUAL	PLANNED			0.50
12	MANUAL	PLANNED			0.03
13	MANUAL	PLANNED			0.01
15	MANUAL	PLANNED			0.04
16	MANUAL	PLANNED			0.03
17	MANUAL	PLANNED			0.05
18	MANUAL	PLANNED			0.04
19	MANUAL	PLANNED			0.16
20	MANUAL	PLANNED			0.04
23	MANUAL	PRINTED	02/28/2002 18:46:52	02/28/2002 18:48:04	0.02
24	MANUAL	PLANNED			0.01
25	MANUAL	PLANNED			0.01
26	MANUAL	PLANNED			0.01
27	PO	PLANNED			0.01
30	PO	PLANNED			0.01
32	MANUAL	PLANNED			0.01
34	MANUAL	PLANNED			0.02
36	MANUAL	PLANNED			0.01
38	MANUAL	PLANNED			0.01
41	MANUAL	PLANNED			0.04
100	MANUAL	PLANNED			0.02
206	MANUAL	PLANNED			0.07

Manual Wave Review window

Display manual waves for another date

- 1 If any manual waves are currently displayed, click the clear  button.
- 2 In the Waves for Day field, enter the date that you want to review, or click the calendar  button and select the date. The manual waves for the selected date are displayed.

View details by distro

- 1 On the Manual Wave Review window, select the manual wave that you want to view in detail.
- 2 Click **Wave Details**. The distros are displayed in the Distributions for Wave window.
- 3 To view details by destination, select the distro that you want to view in detail.
- 4 Click **Order Details**. The destinations are displayed in the Order Details windows.



DEST ID	ITEM ID	UOM	REQUESTED QTY	DISTR QTY	SELLING

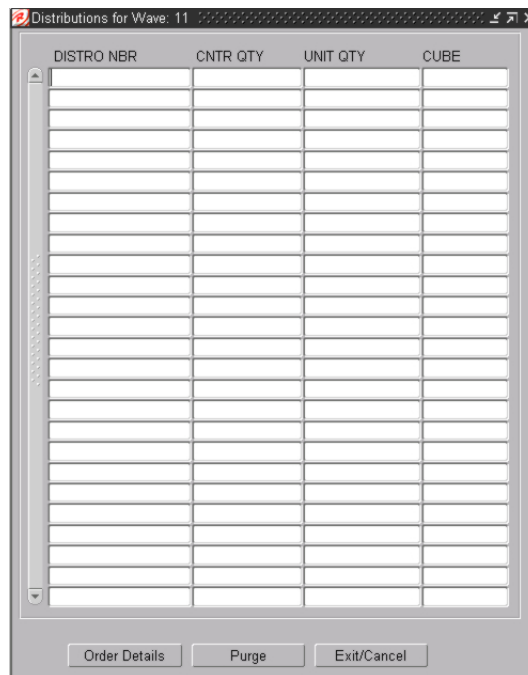
Order Details window

- 5 Click **Exit/Cancel** to close the Order Details window. Then click **Exit/Cancel** to close the Distributions for Wave window.

Purge a distro from a manual wave

Note: When you purge a distro from a manual wave, the picks are deleted from the wave and the allocations are reset.

- 1 On the Manual Wave Review window, select the manual wave that you want to edit.
- 2 Click **Wave Details**. The distros are displayed in the Distributions for Wave window.



Distributions for Wave window

- 3 Select the distro that you want to purge.
- 4 Click **Purge**.

Purge a destination/item from a distro

Note: When you purge a destination/item from a distro, the picks are deleted from the wave and the allocations are reset.

- 1 On the Manual Wave Review window, select the manual wave that you want to edit.
- 2 Click **Wave Details**. The distros are displayed in the Distributions for Wave window.
- 3 Select the distro that you want to edit.
- 4 Click **Order Details**. The Order Details window is displayed.
- 5 Select the destination/item that you want to purge.
- 6 Click **Purge**.


Edit resources and hours for a manual wave

- 1 On the Manual Wave Review window, select the manual wave that you want to edit.
- 2 Click **Wave Info**. The projected operations are displayed in the Wave Information window.

The screenshot shows the 'Wave Information' window. At the top, there's a 'PLANNED MANUAL WAVE' field with the value '11'. Below this, there's a table with columns: WAVE NBR, DESCRIPTION, TYPE, STATUS, START TIME, OPERATIONS, RESOURCES, HOURS, DURATION, CNTR QTY, UNIT QTY, and CUBE. The table contains data for wave 11, including operations like BULK, BULK REPLEN, CNTR, CASE REPLEN, UNIT, UNIT REPLEN, PRIME UNIT, and PRIME UNIT REPLEN, along with their respective resources and hours.

WAVE NBR	DESCRIPTION	TYPE	STATUS	START TIME	OPERATIONS	RESOURCES	HOURS	DURATION	CNTR QTY	UNIT QTY	CUBE
11	Marks	MANUAL	PLANNED		1	1	00.50		1		
					0	1	00.00			20.0	
					0	1	00.00			7200.0	
					0	1	00.00				
					0	2	00.00				
					0	1	00.00				
					0	1	00.00				
					0	5	00.00				
					1	13					

Wave Information window

- 3 Double-click a field. The Modify window is displayed.
- 4 Edit the resources and hours as necessary.
- 5 Click **Save** to save any changes and close the Modify window.
- 6 Click the exit  button to close the Wave Information window.



Exit the Manual Wave Review window

- Click the exit  button to close the window.

Generate pick packages for manual waves

- **Navigate:** From the main menu, select Distribution Planning > Manual Wave Review. The manual waves for the current date are displayed in the Manual Wave Review window.

Display manual waves for another date

- 1 If any manual waves are currently displayed, click the clear  button.
- 2 In the Waves for Day field, enter the date that you want to review, or click the calendar  button and select the date. The manual waves for the selected date are displayed.

Print a pick package

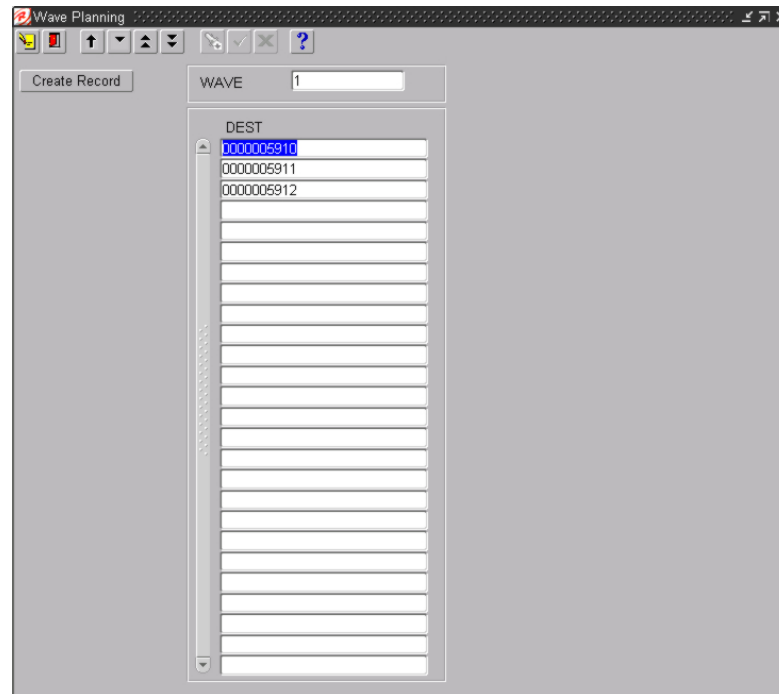
- 1 On the Manual Wave Review window, select the manual wave for which a pick package is needed.
- 2 Click **Print Pkg.**
- 3 When prompted to confirm the request, click **Yes**.

Exit the Manual Wave Review window

- Click the exit  button to close the window.





Maintain wave plans

- **Navigate:** From the main menu, select Distribution Planning > Wave Planning. The Wave Planning window is displayed.



Wave Planning window


Display a wave plan

- 1 If a wave is currently displayed, click the clear  button.
- 2 Click the enter query  button.
- 3 In the Wave query field, enter the wave number, or click the LOV  button and select the wave.
- 4 Click the execute  query button. The destinations for the selected wave are displayed.

Add a destination to a wave

- 1 On the Wave Planning window, click **Create Record**. The Create window is displayed.


 A small dialog box titled "Create" with a close button (X) in the top right corner. It contains two input fields: "WAVE" with the value "1" and "DEST" which is empty. Below the fields are two buttons: "Save" and "Exit/Cancel".
Create window

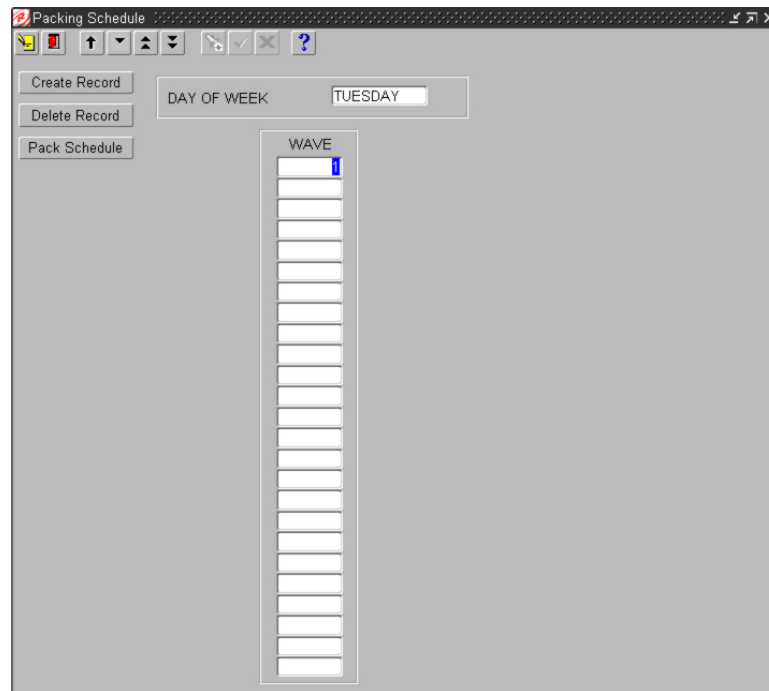
- 2 In the Dest field, enter the ID of the destination, or click the LOV  button and select the destination.
- 3 Click **Save** to save the changes and close the Create window.

Exit the Wave Planning window





- Click the exit  button to close the window.

Maintain packing schedules

- **Navigate:** From the main menu, select Distribution Planning > Packing Schedule Setup. The Packing Schedule window is displayed.

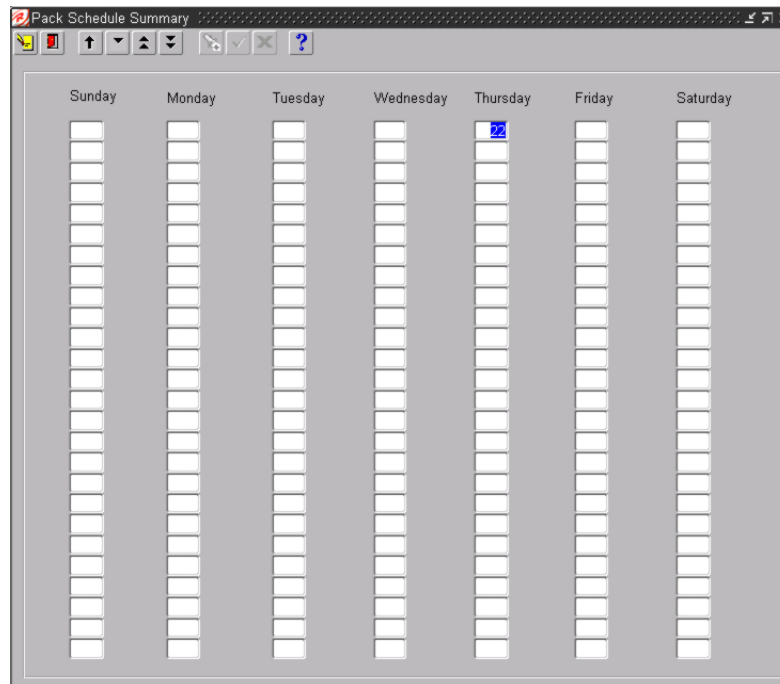

 A window titled "Packing Schedule" with a standard Windows-style title bar. On the left is a vertical toolbar with icons for file operations and a "Packing Schedule" button. The main area contains three buttons: "Create Record", "Delete Record", and "Pack Schedule". To the right of these buttons is a "DAY OF WEEK" dropdown menu currently set to "TUESDAY". Below this is a "WAVE" section containing a vertical list of 15 empty input fields.
Packing Schedule window

Display the packing schedule for a day of the week


- 1 If a packing schedule is currently displayed, click the clear  button.
- 2 Click the enter query  button.
- 3 In the Day of Week query field, enter the name of the day, or click the LOV  button and select the day.
- 4 Click the execute  query button. The waves associated with the selected day are displayed.

View the packing schedules for the week

- 1 On the Packing Schedule window, click **Pack Schedule**. The packing schedules for each day of the week are displayed on the Pack Schedule Summary window.



Pack Schedule Summary window

- 2 Click the exit  button to close the Pack Schedule Summary window.

Add a wave to a packing schedule

- 1 On the Packing Schedule window, click **Create Record**. The Create window is displayed.



Create window

- 2 Enter the wave number to be added to the schedule.
- 3 Click **Save** to save the changes and close the Create window.

Delete a wave from a packing schedule

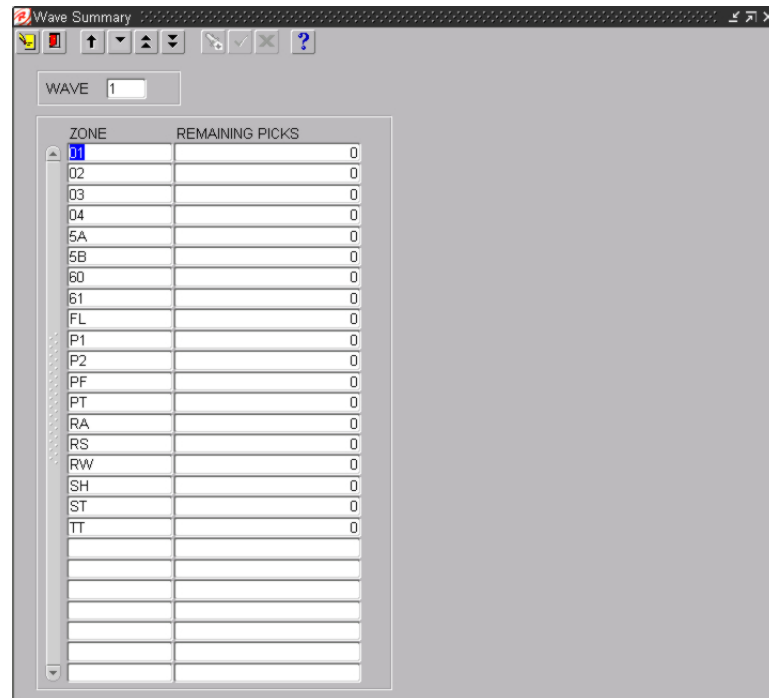
- 1 On the Packing Schedule window, select the wave that you want to delete.
- 2 Click **Delete Record**.
- 3 When prompted to delete the record, click **Yes**.

Exit the Packing Schedule window

- Click the exit  button to close the window.

View remaining picks by wave





- ➔ **Navigate:** From the main menu, select Distribution Planning > Wave Summary. The Wave Summary window is displayed.



ZONE	REMAINING PICKS
D1	0
02	0
03	0
04	0
5A	0
5B	0
60	0
61	0
FL	0
P1	0
P2	0
PF	0
PT	0
RA	0
RS	0
RW	0
SH	0
ST	0
TT	0

Wave Summary window

Display the remaining picks

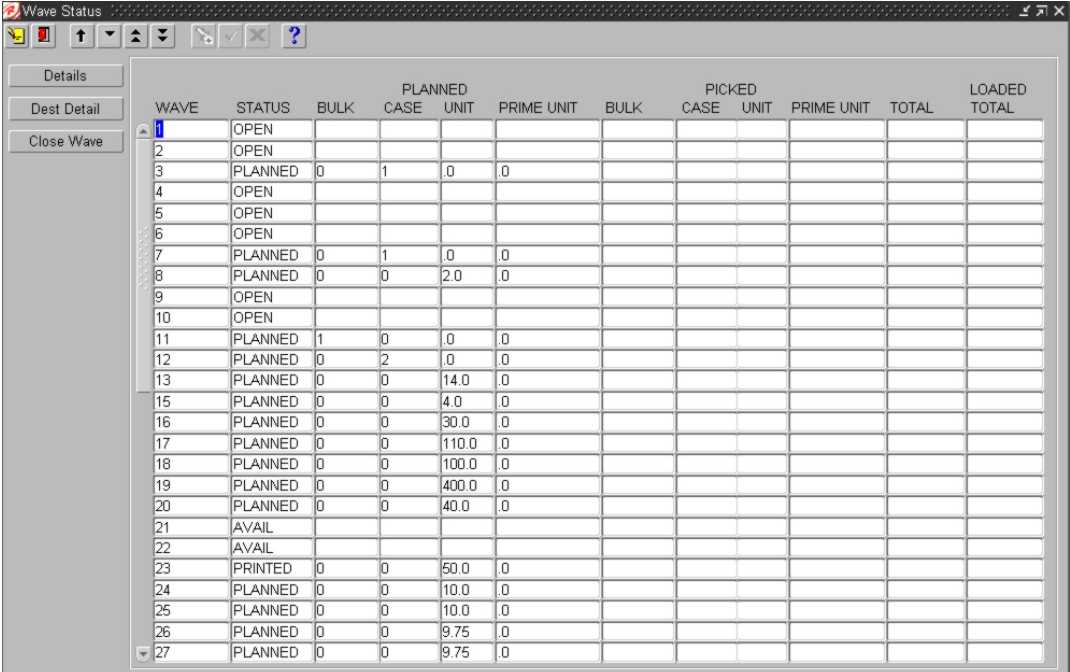
- 1 If a wave is currently displayed, click the clear  button.
- 2 Click the enter query  button.
- 3 In the Wave query field, enter the name of the wave number, or click the LOV  button and select the wave number.
- 4 Click the execute  query button. The remaining picks for the selected wave are displayed by zone.

Exit the Wave Summary window

- Click the exit  button to close the window.

View wave statuses

- ➔ **Navigate:** From the main menu, select Distribution Planning > Wave Status.
The current waves are displayed in the Wave Status window.

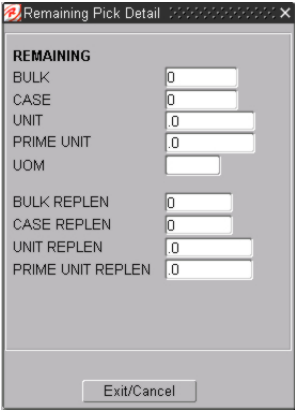


WAVE	STATUS	BULK	PLANNED			PICKED			TOTAL	LOADED TOTAL
			CASE	UNIT	PRIME UNIT	CASE	UNIT	PRIME UNIT		
1	OPEN									
2	OPEN									
3	PLANNED	0	1	.0	.0					
4	OPEN									
5	OPEN									
6	OPEN									
7	PLANNED	0	1	.0	.0					
8	PLANNED	0	0	2.0	.0					
9	OPEN									
10	OPEN									
11	PLANNED	1	0	.0	.0					
12	PLANNED	0	2	.0	.0					
13	PLANNED	0	0	14.0	.0					
15	PLANNED	0	0	4.0	.0					
16	PLANNED	0	0	30.0	.0					
17	PLANNED	0	0	110.0	.0					
18	PLANNED	0	0	100.0	.0					
19	PLANNED	0	0	400.0	.0					
20	PLANNED	0	0	40.0	.0					
21	AVAIL									
22	AVAIL									
23	PRINTED	0	0	50.0	.0					
24	PLANNED	0	0	10.0	.0					
25	PLANNED	0	0	10.0	.0					
26	PLANNED	0	0	9.75	.0					
27	PLANNED	0	0	9.75	.0					

Wave Status window

View remaining picks for a wave

- On the Wave Status window, select the wave that you want to view in detail.
- Click **Details**. The remaining picks are displayed for the selected wave are displayed in the Remaining Pick Detail window.



REMAINING	
BULK	0
CASE	0
UNIT	.0
PRIME UNIT	.0
UOM	
BULK REPLEN	0
CASE REPLEN	0
UNIT REPLEN	.0
PRIME UNIT REPLEN	.0

Exit/Cancel

Remaining Pick Detail window

- Click **Exit/Cancel** to close the Remaining Pick Detail window.

View wave details by destination

- 1 On the Wave Status window, select the wave that you want to view in detail.
- 2 Click **Dest Detail**. The details by destination for the selected wave are displayed in the Wave Status by Destination window.

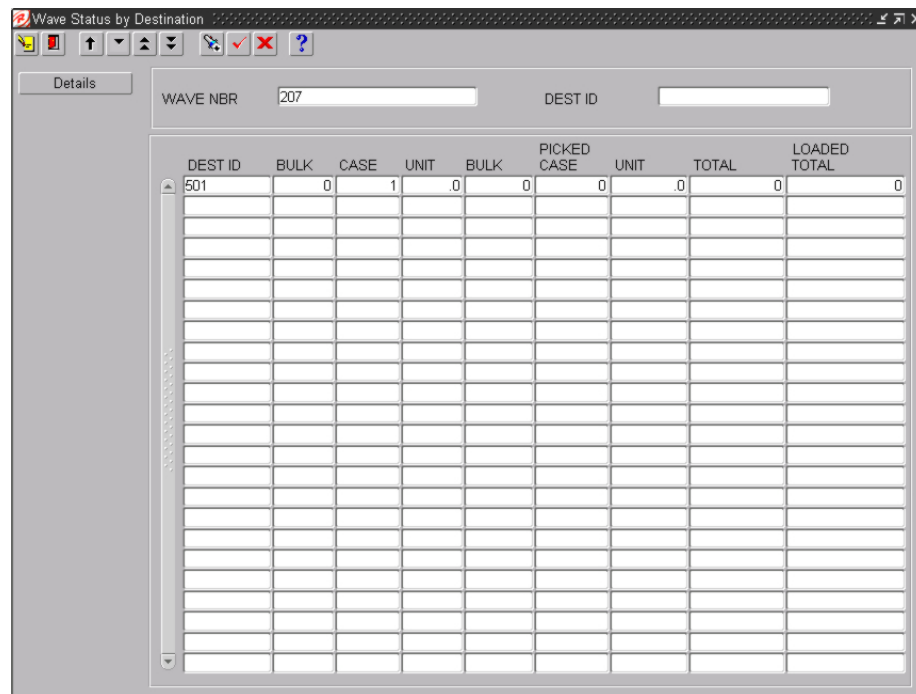


Exit the Wave Status window

- Click the exit  button to close the window.

View wave statuses by destination

- **Navigate:** From the main menu, select Distribution Planning > Wave Status by Destination. The Wave Status by Destination window is displayed.



Wave Status by Destination window

Note: You can also access this window from the Wave Status window.

Close waves

- ➡ **Navigate:** From the main menu, select Distribution Planning > Wave Status. The current waves are displayed in the Wave Status window.

Close a wave

- 1 On the Wave Status window, select the wave that you want to close.
- 2 Click **Close Wave**.
- 3 When prompted to confirm the closure, click **Yes**. The status of the wave changes to Avail (Available).

Exit the Wave Status window

- Click the exit  button to close the window.

Monitor waves

- **Navigate:** From the main menu, select Distribution Planning > Wave Monitoring. The current progress of the waves is displayed in the Wave Status (Monitoring) window.

Wave Status													
WORK AREA													
WAVE	STATUS	UOM	PLANNEE	UNITS TO	UNITS TO	UNITS TO	TOTAL PI	ACTIVE	F	REMAIN	TIME REM	DATE	CREATE
23	PRINTED		.0	.0	.0	.0	0	0	0			02/28/02	06:46
1	OPEN		.0	.0	.0	.0	0	0	0				
2	OPEN		.0	.0	.0	.0	0	0	0				
3	PLANNEE		.0	.0	.0	.0	0	0	0				
4	OPEN		.0	.0	.0	.0	0	0	0				
5	OPEN		.0	.0	.0	.0	0	0	0				
6	OPEN		.0	.0	.0	.0	0	0	0				
7	PLANNEE		.0	.0	.0	.0	0	0	0				
8	PLANNEE		.0	.0	.0	.0	1	0	0				
9	OPEN		.0	.0	.0	.0	0	0	0				
10	OPEN		.0	.0	.0	.0	0	0	0				
11	PLANNEE		.0	.0	.0	.0	0	0	0				
12	PLANNEE		.0	.0	.0	.0	0	0	0				
13	PLANNEE		.0	.0	.0	.0	0	0	0				
15	PLANNEE		.0	.0	.0	.0	0	0	0				

Wave Status (Monitoring) window

View work areas and pick groups by wave

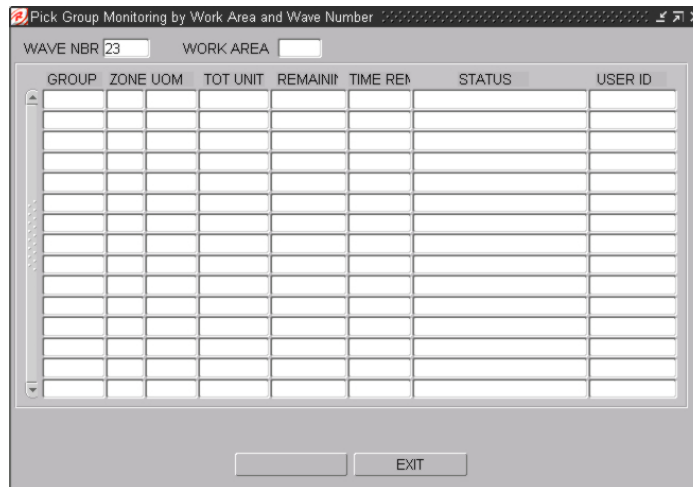
- 1 On the Wave Status (Monitoring) window, select the wave that you want to view in detail.
- 2 Click **Work Area**. The current progress in the work areas is displayed in the Work Area Monitoring by Wave Number window.

[illegible]

Work Area Monitoring by Wave Number window

- 3 On the Work Area Monitoring by Wave Number window, select the Pick Group that you want to view in detail.

- 4 Click **Pick Group**. The current progress by group is displayed in the Pick Group Monitoring by Work Area and Wave Number window.



Pick Group Monitoring by Work Area and Wave Number window

- 5 Click **Exit** on each window to close the windows.

Exit the Wave Status (Monitoring) window

- Click the exit  button to close the window.





View pack waves

- ➔ **Navigate:** From the main menu, select Distribution Planning > Pack Wave Inquiry. The Pack Wave Inquiry window is displayed.

Pack Wave Inquiry window

Display pack waves by wave

Note: There are four blocks on this window. From top to bottom, they are referred to as the Wave block, Pack Wave block, Group block, and Slot block.

- 1 If any pack waves are currently displayed, click the clear  button.
- 2 Click the enter query  button.
- 3 In the Wave Nbr query field, enter the wave number, or click the LOV  button and select the wave.
- 4 Click the execute query  button. The pack wave details for the selected wave are displayed.

View additional pack wave details

- 1 On the Pack Wave Inquiry window, select the pack wave that you want to view in detail.
- 2 Click **Next**. The groups associated with the selected pack wave are displayed in the Pack Wave block.
- 3 Select the group that you want to view in detail.
- 4 Click **Next**. The slots associated with the selected group are displayed in the Group block.
- 5 Select the slot that you want to view in detail.
- 6 Click **Next**. The container and items associated with the selected slot are displayed in the Slot block.

Exit the Pack Wave Inquiry window

- Click the exit  button to close the window.

View the distribution queue

- **Navigate:** From the main menu, select Distribution Planning > Distribution Queue Inquiry. The progress of the individual pick waves is displayed in the Distribution Queue window.

[illegible]

Distribution Queue window

Exit the Distribution Queue window

- Click the exit  button to close the window.




Maintain replenishment picks

- **Navigate:** From the main menu, select Distribution Planning > Replenishment Summary. The Replenishment Summary window is displayed.

FROM ZONE	TO ZONE	PICK QTY	CASE QTY	UNIT QTY	UOM
P1	01	3	3	3.0	EA
P1	03	1	2	48.0	EA
P2	01	5	5	5.0	EA
P2	ST	1	1	2.0	EA

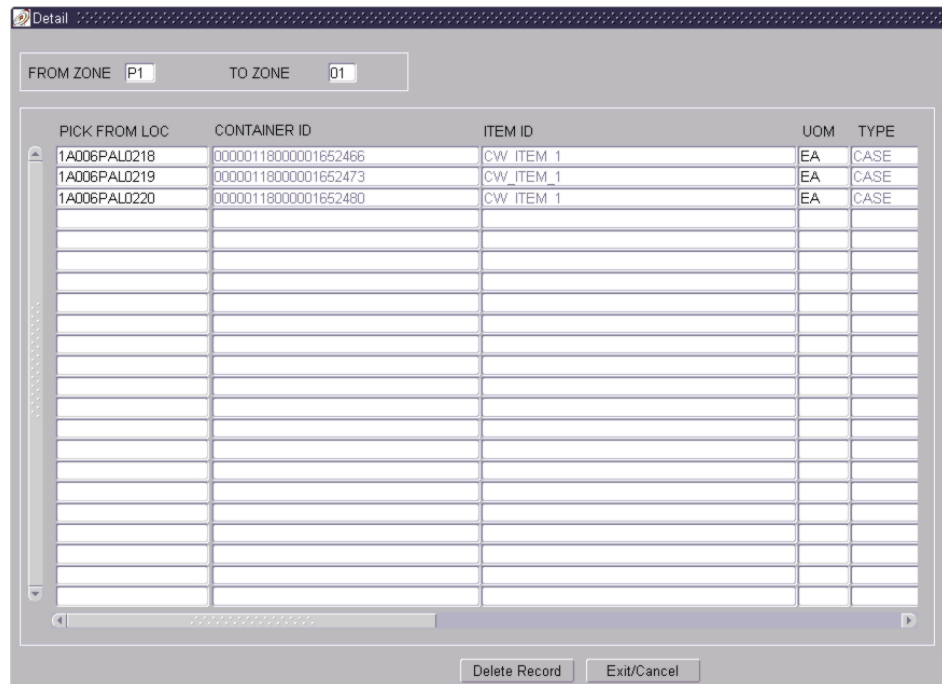
Replenishment Summary window

Display the remaining picks

- 1 If any replenishment records are currently displayed, click the clear  button.
- 2 Click the enter query  button.
- 3 In the Replen Type query field, select a replenishment type.
- 4 To narrow the scope of the query, enter criteria in one or more of the query fields.
- 5 Click the execute  query button. The remaining picks that match the criteria are displayed.

View the pick directives

- 1 On the Replenishment Summary window, select the record that you want to view in detail.
- 2 Click **Detail Record**. The pick directives associated with the selected record are displayed in the Detail window.



The screenshot shows a window titled "Detail" with a header bar. Below the header, there are two input fields: "FROM ZONE" with the value "P1" and "TO ZONE" with the value "01". Below these fields is a table with five columns: "PICK FROM LOC", "CONTAINER ID", "ITEM ID", "UOM", and "TYPE". The table contains three rows of data:

PICK FROM LOC	CONTAINER ID	ITEM ID	UOM	TYPE
1A006PAL0218	00000118000001652466	CW_ITEM_1	EA	CASE
1A006PAL0219	00000118000001652473	CW_ITEM_1	EA	CASE
1A006PAL0220	00000118000001652480	CW_ITEM_1	EA	CASE

Below the table, there are two buttons: "Delete Record" and "Exit/Cancel".

Detail window

- 3 Click the **Exit/Cancel** button to close the Detail window.

Delete a pick directive

- 1 On the Replenishment Summary window, select the record that you want to view in detail.
- 2 Click **Detail Record**. The pick directives associated with the selected record are displayed in the Detail window.
- 3 Select the pick directive that you want to delete.
- 4 Click **Delete Record**.
- 5 When prompted to delete the record, click **Yes**.
- 6 Click the **Exit/Cancel** button to close the Detail window.

Exit the Replenishment Summary window

- Click the exit  button to close the window.


View open PTS containers

- **Navigate:** From the main menu, select Distribution Planning > Put to Store Status. The Put to Store Status window is displayed.





[illegible]

Put to Store Status window

Display all destinations

- Click the execute query  button.

Display a destination


- 1 If any destinations are currently displayed, click the clear  button.
- 2 Click the enter query  button.
- 3 In the Dest ID query field, enter the destination ID, or click the LOV  button and select the destination.
- 4 Click the execute query  button. The details for the selected destination are displayed.

View container level details

- 1 On the Put to Store Status window, select the destination that you want to view in detail.
- 2 Click **Status Detail**. The container level details are displayed.

ITEM ID	UOM	DISTRO NBR	UNIT QTY
HURLEYPTS01	EA	1129	5.0

Put to Store Status (Detail) window

- 3 Click the exit  button.


Exit the Put to Store Status window

- Click the exit  button to close the window.





Generate the PTS Containers to Close report

- **Navigate:** From the main menu, select Distribution Planning > Put to Store Status. The Put to Store Status window is displayed.

Display all destinations

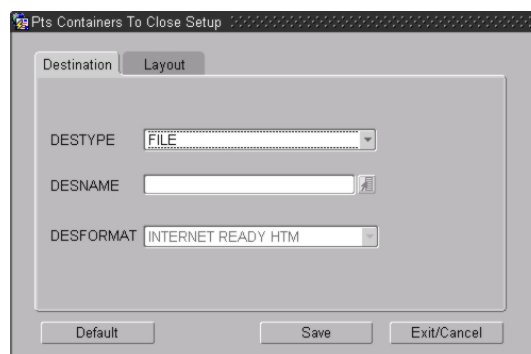
- Click the execute query  button.

Display a destination

- If any destinations are currently displayed, click the clear  button.
- Click the enter query  button.
- In the Dest ID query field, enter the destination ID, or click the LOV  button and select the destination.
- Click the execute query  button. The details for the selected destination are displayed.

Generate the PTS Containers to Close report

- Click **Print**. The PTS Containers to Close Setup window is displayed.

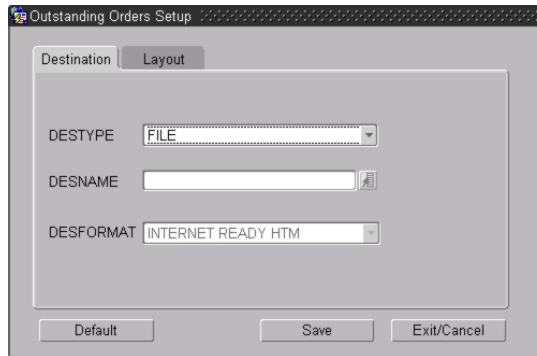


PTS Containers to Close Setup window

- In the Destype field, select the type of destination.
- In the Desname field, select the name of the destination.
- Note:** To return to the default settings, click **Default**.
- To view the layout of the report, click on the Layout tab.
- Click **Save**. The report is sent to the selected destination.

Generate the Outstanding Orders report

- **Navigate:** From the main menu, select Distribution Planning > Reports > Outstanding Orders Report. The Outstanding Orders Setup window is displayed.

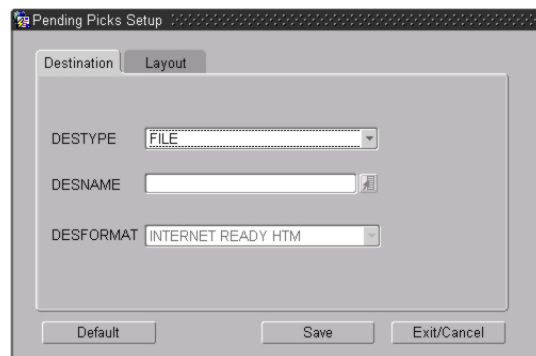


Outstanding Orders Setup window

- 1 In the Destype field, select the type of destination.
 - 2 In the Desname field, select the name of the destination.
- Note:** To return to the default settings, click **Default**.
- 3 To view the layout of the report, click on the Layout tab.
 - 4 Click **Save**. The report is sent to the selected destination.

Generate the Pending Picks report

- **Navigate:** From the main menu, select Distribution Planning > Reports > Pending Picks Report. The Pending Picks Setup window is displayed.



Pending Picks Setup window


- 1 In the Destype field, select the type of destination.
 - 2 In the Desname field, select the name of the destination.
- Note:** To return to the default settings, click **Default**.
- 3 To view the layout of the report, click on the Layout tab.
 - 4 Click **Save**. The report is sent to the selected destination.

Generate the Pick Package Audit report

- ➔ **Navigate:** From the main menu, select Distribution Planning > Reports > Pick Package Audit Report. The Pick Package Audit Report window is displayed.



Pick Package Audit Report window

- 1 In the Wave field, enter the wave number that you want to include in the report.
- 2 Click the print  button. The report is sent to the default destination.

Chapter 10 – Shipping

Overview

Many of the shipping tasks are performed using a hand-held, radio frequency (RF) device. The RF device can be used when loading and unloading trailers, and to indicate the status of a trailer. Information from the RF device is transmitted to RDM, where it can be monitored.

Business process

You can monitor the loading progress at shipping doors. The status of a door may be:

- **Busy:** Either a trailer is being loaded or the door is blocked and can not be used.
- **Available:** The door is not blocked or in use. A trailer may be assigned to the door for loading.

Reports

The following reports pertain to shipping:

- **Bill of Lading report:** Provides a list of the items that are loaded in a trailer for a specified bill of lading.
- **Container Manifest report:** Provides a list of items in the containers for a specified bill of lading.
- **Destination Shipment Audit report:** Provides the details of one or more manifests for a specified trailer ID and ship date.
- **Outbound Quality Audit report:** Provides a comparison between expected item counts and actual item counts for a specified outbound container.

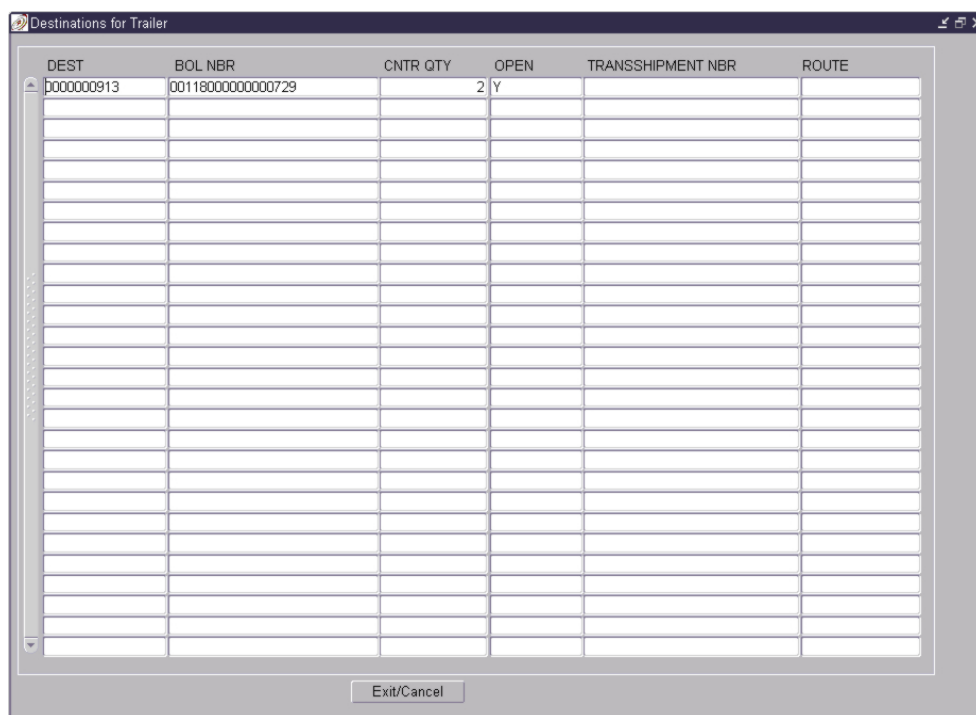
View statuses of all shipping doors

- [illegible]

Shipping Status window

View a trailer manifest

- 1 On the Shipping Status window, select the trailer that you want to view in detail.
- 2 Click **Details**. The trailer manifest is displayed in the Destinations for Trailer window.



Destinations for Trailer window

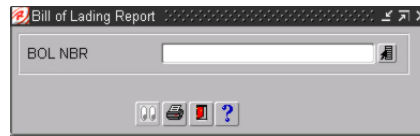
- 3 Click **Exit/Cancel** to close the Destinations for Trailer window.

Exit the Shipping Status window



- Click the  button to close the window.

Generate the Bill of Lading report

- **Navigate:** From the main menu, select Shipping > Reports > Bill of Lading Advice Report. The Bill of Lading Report window is displayed.

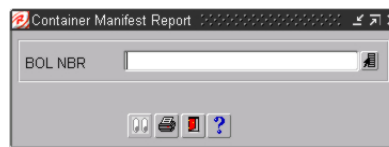


Bill of Lading Report window



- 1 In the BOL Nbr field, enter the bill of lading number, or click the LOV  button and select the bill of lading.
- 2 Click the print  button. The report is sent to the default destination.

Generate the Container Manifest report

- **Navigate:** From the main menu, select Shipping > Reports > Container Manifest Audit Report. The Container Manifest Report window is displayed.



Container Manifest Report window



- 1 In the BOL Nbr field, enter the bill of lading number, or click the LOV  button and select the bill of lading.
- 2 Click the print  button. The report is sent to the default destination.

Generate the Destination Shipment Audit report

- **Navigate:** From the main menu, select Shipping > Reports > Ship Audit Report. The Ship Audit Report window is displayed.

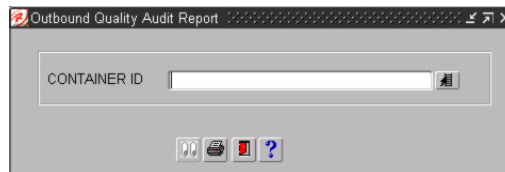


Ship Audit Report window



- 1 In the Trailer ID field, select the ID of the trailer, or click the LOV  button and select the trailer. The ship date is automatically filled in.
- 2 In the Detail field, enter Y (Yes) to include or N (No) to exclude details at the container level.
- 3 Click the print  button. The report is sent to the default destination.

Generate the Outbound Quality Audit report

- **Navigate:** From the main menu, select Shipping > Reports > Outbound Quality Audit Report. The Outbound Quality Audit Report window is displayed.



Outbound Quality Audit Report window

- 1 In the Container ID field, enter the ID of the outbound container, or click the LOV  button and select the container.
- 2 Click the print  button. The report is sent to the default destination.

Chapter 11 – Trailer management

Overview

The Trailer Management module allows you to track and manage the status of inbound and outbound trailers.

The system tracks the status of all trailers in the fleet. The status may be:

- Arrived inbound: The trailer is checked in and is either staged at a receiving door or assigned to a yard location.
- Checked out: The trailer is checked out.
- Loaded: The trailer is loaded for outbound transit.
- Out of service: The trailer is not usable.
- Scheduled: The trailer has a designated appointment time, but has not yet been checked in to the yard.
- Shipped: The trailer is loaded with outbound merchandise and in-transit to its destinations.
- Unloaded: The trailer is unloaded and released, but still in the yard. Outbound arrivals are given this status when they are checked in.
- Unloading: The trailer is being unloaded at the receiving door.
- Unknown: The trailer status is unknown.

Business process

You can look up the status of all trailers, or specifically trailers in the yard. You can change the status of trailers in the yard from Unloaded to Out of Service or from Out of Service to Unloaded.

You can check in trailers with a status of Scheduled or Checked Out. The status of the checked in trailer changes from Scheduled to Arrived Inbound or from Checked Out to Unloaded.

You can check out trailers with a status of Shipped or Unloaded. The status of the checked out trailers changes to Checked Out.

If a trailer arrives that is not identified in the system you can add it. In addition, you can identify or change the carrier and yard location as necessary.

You can look up the contents of any inbound or outbound trailer. The details can be displayed by item, destination, or container.

Reports

The following reports are available in the Trailer Management module:

- Trailer Status report: Provides the status of all inbound and outbound trailers.
- Yard Status report: Provides the status of trailers at all yard locations.


Procedures

Maintain trailer statuses





- **Navigate:** From the main menu, select Trailer Management > Trailer Status.
The Trailer Status window is displayed.

Trailer Status window

Display all trailers

- Click the execute query  button.

Display a subset of trailers

- 1 If any trailers are currently displayed, click the clear  button.
- 2 Click the enter query  button.
- 3 In the Trailer ID query field, enter a or partial trailer ID, or click the LOV  button and select the trailer.
- 4 Click the execute query  button. The trailer or trailers that match the selected trailer ID are displayed.

Edit a trailer

- 1 On the Trailer Status window, double-click the trailer that you want to edit. The Create/Modify window is displayed.

The screenshot shows a 'Create/Modify' dialog box with the following fields and values:

Field	Value
TRAILER ID	YELL1PF
CARRIER	YELL
LOCATION ID	
APPT NBR	758
MODE	L

Buttons: Save, Exit/Cancel

Create/Modify window

- 2 Edit the carrier and location ID as necessary.
- 3 Click **Save** to save any changes and close the Create/Modify window.

Edit the status of a trailer

- 1 On the Trailer Status window, select the trailer that you want to edit.
- 2 Click **Check In** to change the status of a trailer from Scheduled to Arrived Inbound or from Checked-out to Unloaded.

Click **Check Out** to change the status of a trailer from Shipped or Unloaded to Checked Out.

Generate the trailer status report

- 1 On the Trailer Status window, click **Print**. The Trailer Status Setup window is displayed.

The screenshot shows the 'Trailer Status Setup' dialog box with the 'Destination' tab selected. The fields are as follows:



Field	Value
DESTYPE	FILE
DESNAME	
DESFORMAT	INTERNET READY HTM

Buttons: Default, Save, Exit/Cancel

Trailer Status Setup window

- 2 In the Destype field, select the type of destination.
 - 3 In the Desname field, select the name of the destination.
- Note:** To return to the default settings, click **Default**.
- 4 To view the layout of the report, click on the Layout tab.
 - 5 Click **Save**. The report is sent to the selected destination.

Add a trailer

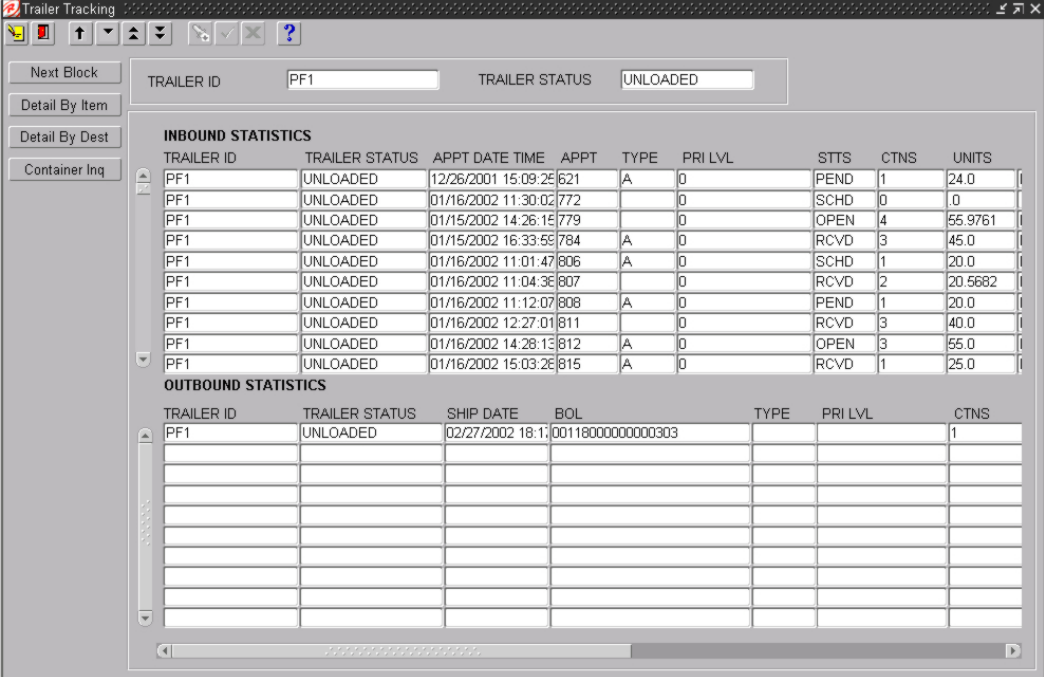
- 1 On the Trailer Status window, click **Create Record**. The Create/Modify window is displayed.
- 2 In the Trailer ID field, enter the ID of the trailer.
- 3 In the Carrier field, enter the code for the carrier, or click the LOV  button and select the carrier.
- 4 In the Location ID field, enter the ID of the yard location, or click the LOV  button and select the location.
- 5 Click **Save** to save the changes and close the Create/Modify window.

Exit the Trailer Status window

- Click the exit  button to close the window.

View merchandise in trailers

- **Navigate:** From the main menu, select Trailer Management > Trailer Tracking. The Trailer Tracking window is displayed.



Trailer Tracking

Next Block TRAILER ID: PF1 TRAILER STATUS: UNLOADED

Detail By Item

Detail By Dest

Container Inq


INBOUND STATISTICS

TRAILER ID	TRAILER STATUS	APPT DATE TIME	APPT	TYPE	PRI LVL	STTS	CTNS	UNITS
PF1	UNLOADED	12/26/2001 15:09:25	621	A	0	PEND	1	24.0
PF1	UNLOADED	01/16/2002 11:30:02	772		0	SCHD	0	0
PF1	UNLOADED	01/15/2002 14:26:15	779		0	OPEN	4	55.9761
PF1	UNLOADED	01/15/2002 16:33:55	784	A	0	RCVD	3	45.0
PF1	UNLOADED	01/16/2002 11:01:47	806	A	0	SCHD	1	20.0
PF1	UNLOADED	01/16/2002 11:04:35	807		0	RCVD	2	20.5682
PF1	UNLOADED	01/16/2002 11:12:07	808	A	0	PEND	1	20.0
PF1	UNLOADED	01/16/2002 12:27:01	811		0	RCVD	3	40.0
PF1	UNLOADED	01/16/2002 14:28:13	812	A	0	OPEN	3	55.0
PF1	UNLOADED	01/16/2002 15:03:26	815	A	0	RCVD	1	25.0





OUTBOUND STATISTICS

TRAILER ID	TRAILER STATUS	SHIP DATE	BOL	TYPE	PRI LVL	CTNS
PF1	UNLOADED	02/27/2002 18:11	00118000000000303			1

*Trailer Tracking window***Display all trailers**

- Click the execute query  button.

Display a trailer

- 1 If any inbound and outbound trailers are currently displayed, click the clear  button.
- 2 Click the enter query  button.
- 3 In the Trailer ID query field, enter the trailer ID, or click the LOV  button and select the trailer.
- 4 Click the execute query  button. The details of the selected trailer are displayed.

View details by item

- 1 On the Trailer Tracking window, click **Next Block** to place the cursor in either the Inbound Statistics or Outbound Statistics table.
- 2 Select the trailer that you want to view in detail.
- 3 Click **Detail by Item**. The items and locations for the selected trailer are displayed. The details are sorted by item ID.

[illegible]

Trailer Tracking (by Item) window

- 4 Click the  button to close the window.

View details by container

- 1 On the Trailer Tracking window, click **Next Block** to place the cursor in either the Inbound Statistics or Outbound Statistics table.
- 2 Select the trailer that you want to view in detail.
- 3 Click **Container Inq.** The containers for the selected trailer are displayed.

[illegible]

Trailer Tracking (by Container) window

- 4 Click the exit  button to close the window.

Exit the Trailer Tracking window

- Click the exit  button to close the window.

Edit the status of a trailer

- 1 On the Yard Status window, select the trailer that you want to edit.
- 2 Click **Service** to toggle the status from Unloaded to Out of Service or from Out of Service to Unloaded.


Exit the Yard Status window

- Click the exit  button to close the window.

Generate the Trailer Status report

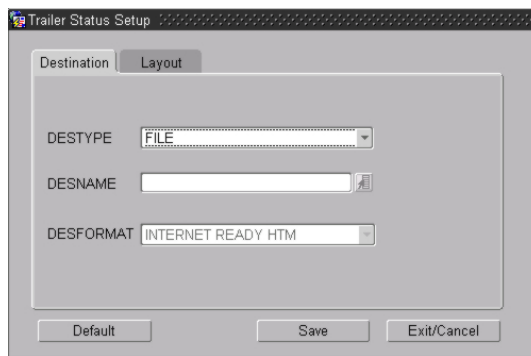
- **Navigate:** From the main menu, select Trailer Management > Trailer Status. The Trailer Status window is displayed.

Display all trailers

- Click the execute query  button.

Generate the Trailer Status report

- 1 On the Trailer Status window, click **Print**. The Trailer Status Setup window is displayed.


Trailer Status Setup window

- 2 In the Destype field, select the type of destination.
- 3 In the Desname field, select the name of the destination.
- Note:** To return to the default settings, click **Default**.
- 4 To view the layout of the report, click on the Layout tab.
- 5 Click **Save**. The report is sent to the selected destination.


Exit the Trailer Status window

- Click the exit  button to close the window.

Generate the Yard Status report

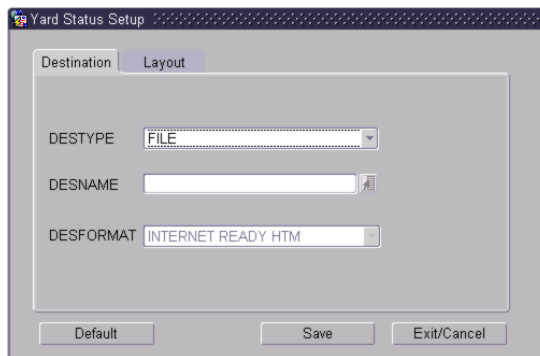
- **Navigate:** From the main menu, select Trailer Management > Yard Status. The Yard Status window is displayed.

Display trailers at all yard locations

- Click the execute query  button.

Generate the yard status report

- 1 On the Yard Status window, click **Print**. The Yard Status Setup window is displayed.



Yard Status Setup window

- 2 In the Destype field, select the type of destination.
 - 3 In the Desname field, select the name of the destination.
- Note:** To return to the default settings, click **Default**.
- 4 To view the layout of the report, click on the Layout tab.
 - 5 Click **Save**. The report is sent the selected destination.

Chapter 12 – Activity history log

Overview

The activity history log allows you to track historical information about activities within a distribution center. You can choose which data should be tracked and specify the sources of that data.

Some basic reports and simple query functionality are provided within RDM. It is recommended that more extensive manipulation of the data be performed with data warehousing tools.

As containers pass through distribution center, historical records are kept in RDM. You can use this information to track a container's progress.

Business process

There are three phases to setting up the activity history log in RDM:

- A system option must be set to turn on the logging function.
- You must indicate how many days worth of data to retain for each table. Data older than the set number of days are purged from the log.
- You must select the fields against which activity is logged. You can select those fields by screen or by table/field. Some activities, however, are always logged. These activities involve users overriding certain defaults and skipping activities.

Simple queries can be run on the data from within RDM.

Reports

You can generate activity history log reports for the following elements:

- Container: Shows all activity logged for a selected container and date range.
- Item: Shows all activity logged for a selected item.
- Location: Shows all activity logged for a selected location and date range.
- Stock order: Shows all activity logged for a selected customer order.
- User: Shows all activity logged for a selected user and date range.

System administration

For activities to be logged, the activity history log functionality must be turned on. The setting for the system parameter, `ahl_log`, may be:

- 0 (zero): The functionality is turned off.
- 1: The functionality is turned on. Activities are written to the `ACTIVITY_LOG` table.
- 2: The functionality is turned on. Activities are written to an Oracle database queue. Customization is required to write the data to the `ACTIVITY_LOG` table.

Automatic overrides and skips

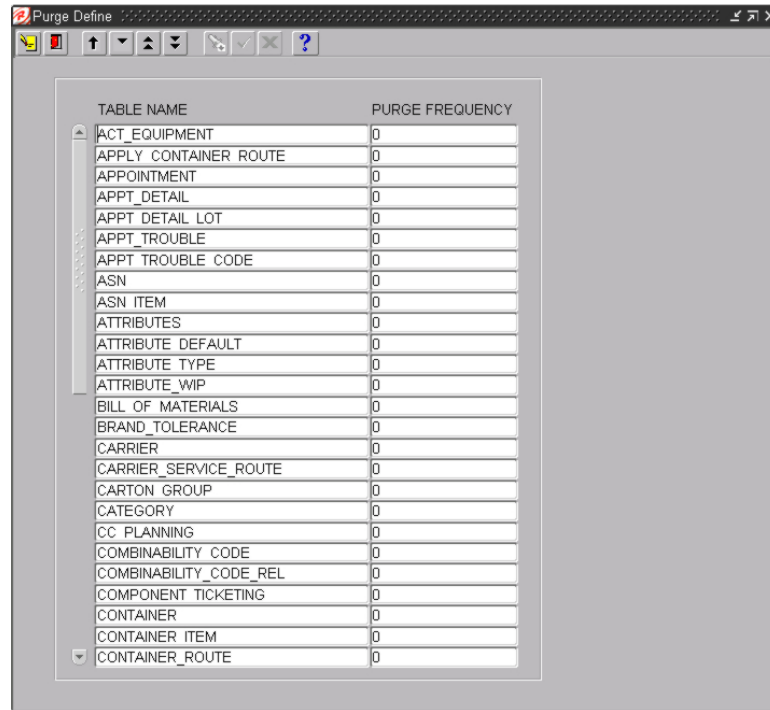
The following user actions are always recorded in the activity history log:

- During the putaway process, a suggested putaway location is overridden.
- During bulk picking or bulk replenishment picking, a suggested pick from location or quantity is overridden.
- During container picking, a suggested location or quantity is overridden.
- During container replenishment picking, a suggested location is overridden.
- During put-to-store picking, a suggested location is overridden.
- During cycle counting, a location marked for counting is skipped.

Procedures

Maintain purge frequencies

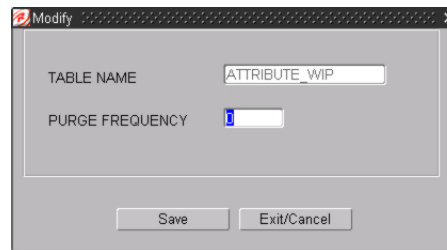
- **Navigate:** From the main menu, select Activity History Log > Define Purge. The current purge settings are displayed in the Purge Define window.



Purge Define window

Edit purge frequencies

- 1 On the Purge Define window, double-click the table that you want to edit. The Modify window is displayed.



Modify window

- 2 In the Purge Frequency field, edit the number of days for which you want to retain data.
- 3 Click **Save** to save any changes and close the Modify window.

Exit the Purge Define window

- Click the exit  button to close the window.

Log activity history by screen


- ➔ **Navigate:** From the main menu, select Activity History Log > Set Log by Screen. The Set Log by Screen window is displayed.

SCREEN NAME	TABLE NAME	FIELD NAME	LOG FLAG
SHIP STATUS S	DOOR	DOOR_DIRECTION	<input checked="" type="checkbox"/>
SHIP STATUS S	DOOR	DOOR_ID	<input checked="" type="checkbox"/>
SHIP STATUS S	DOOR	DOOR_IND	<input checked="" type="checkbox"/>
SHIP STATUS S	DOOR	DOOR_STATUS	<input checked="" type="checkbox"/>
SHIP STATUS S	DOOR	LOCATION_ID	<input checked="" type="checkbox"/>
			<input type="checkbox"/>
			<input type="checkbox"/>
			<input type="checkbox"/>
			<input type="checkbox"/>
			<input type="checkbox"/>




Set Log by Screen window


Display tables and fields for all screens


Note: Due to the large volume of fields that would be retrieved, it is recommended that you enter criteria in order to restrict the results.

- Click the execute query  button.

Display a subset of screens

- If any screens are currently displayed, click the clear  button.
- Click the enter query  button.
- To display tables and fields by screen (or window), enter the screen name in the Screen Name query field, or click the LOV  button and select the Screen.

To display screens by table or field, enter the table name or field name in the appropriate query fields, or click the LOV  buttons and select the table or field.

- Click the execute query  button. The screens, tables, and fields that match the criteria are displayed.

Set screen level activity logs

- 1 On the Set Log by Screen window, select the Log Flag check box next to each screen/table/field that you want to include in the activity history log.
- 2 Clear the Log Flag check box next to each screen/table/field that you do not want to log.

Note: To select or clear the Log Flag check boxes for all the currently displayed screen/table/field records, select or clear the Select All check box.

- 3 Click **Save** to save any changes.

Exit the Set Log by Screen window

- Click the exit  button to close the window.

Log activity history by table/field


- **Navigate:** From the main menu, select Activity History Log > Set Log by Table/Field. The Set Log by Table/Field window is displayed.

[illegible]




Set Log by Table/Field window

Display all tables and fields

Note: Due to the large volume of fields that would be retrieved, it is recommended that you enter criteria in order to restrict the results.

- Click the execute query  button.

Display a subset of tables and fields

- 1 If any tables and fields are currently displayed, click the clear  button.
- 2 Click the enter query  button.
- 3 Enter criteria in one or both of the query fields.
- 4 Click the execute query  button. The tables and fields that match the criteria are displayed.

Set table/field level activity logs

- 1 On the Set Log by Table/Field window, select the Log Flag check box next to each table/field that you want to include in the activity history log.
- 2 Clear the Log Flag check box next to each screen/table/field that you do not want to log.

Note: To select or clear the Log Flag check boxes for all the currently displayed table/field records, select or clear the Select All check box.

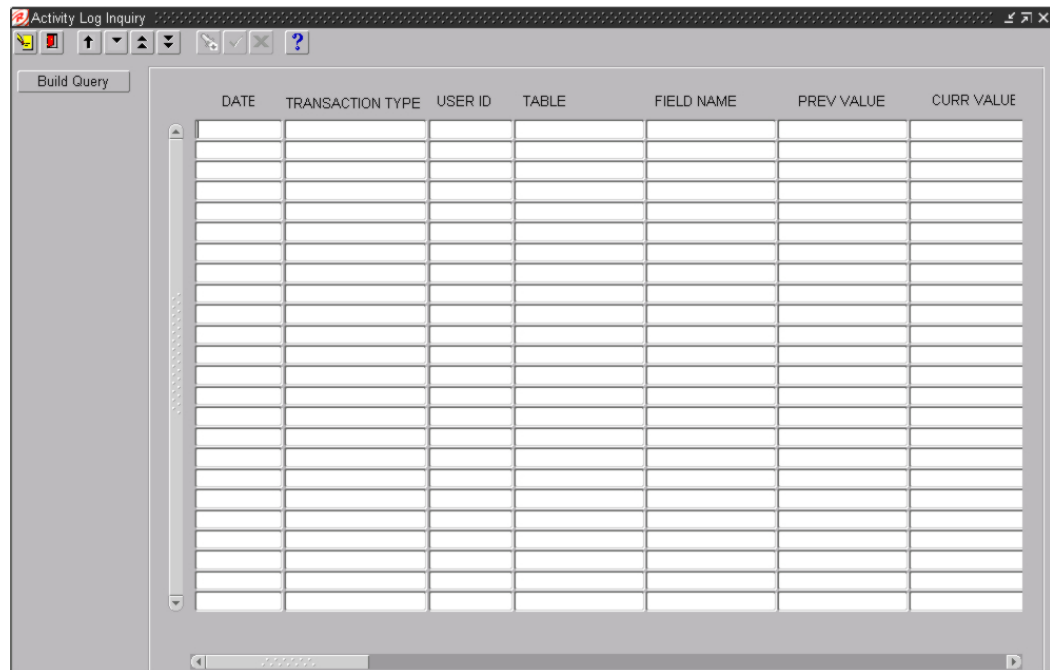
- 3 Click **Save** to save any changes.

Exit the Set Log by Table/Field window

- Click the exit  button to close the window.

View the activity history log

- ➔ **Navigate:** From the main menu, select Activity History Log > Activity Log Inquiry. The Activity Log Inquiry window displayed.



Activity Log Inquiry window

Query the activity history log

- 1 On the Activity Log Inquiry window, click **Build Query**. The Build Query window is displayed.
- 2 If a query is displayed, click **Clear Query**.
- 3 To load a query:
 - a Click **Load Query**. The Activity Log Queries window is displayed.
 - b Select the query that you want to use.
 - c Click **Load Query**. The query is displayed on the Build Query window.
- 4 Click **Run Query**. The query is run and the results are displayed on the Activity Log Inquiry window.

Build a query

- 1 On the Activity Log Inquiry window, click **Build Query**. The Build Query window is displayed.

COLUMN	OPERATOR	VALUE	LOGICAL
USER ID	LIKE	RDMUSER	END

Buttons: Load Query, Clear Query, Delete Query, Run Query, Save Query, Exit/Cancel

Build Query window

- 2 In the Column field, select a limiting element.
- 3 In the Operator field, select a relational operator.
- 4 In the Value field, enter the value of the element selected in the Column field.
- 5 In the Logical field, enter the logical operator used to join two or more conditions.
- 6 Enter additional conditions as necessary.
- 7 To save a query:
 - a Click **Save Query**. The Activity Log Queries window is displayed.

SAVE: SET NAME: ACTV

NAME	USER ID	SET NAME

Buttons: SAVE, Exit/Cancel

Activity Log Queries window

- b In the Save field, enter a name for the query.
 - c Click **Save** to save the query and close the Activity Log Queries window.
- 8 On the Build Query window, click **Run Query** to run the query or **Exit/Cancel** to close the Build Query window.

Delete a query

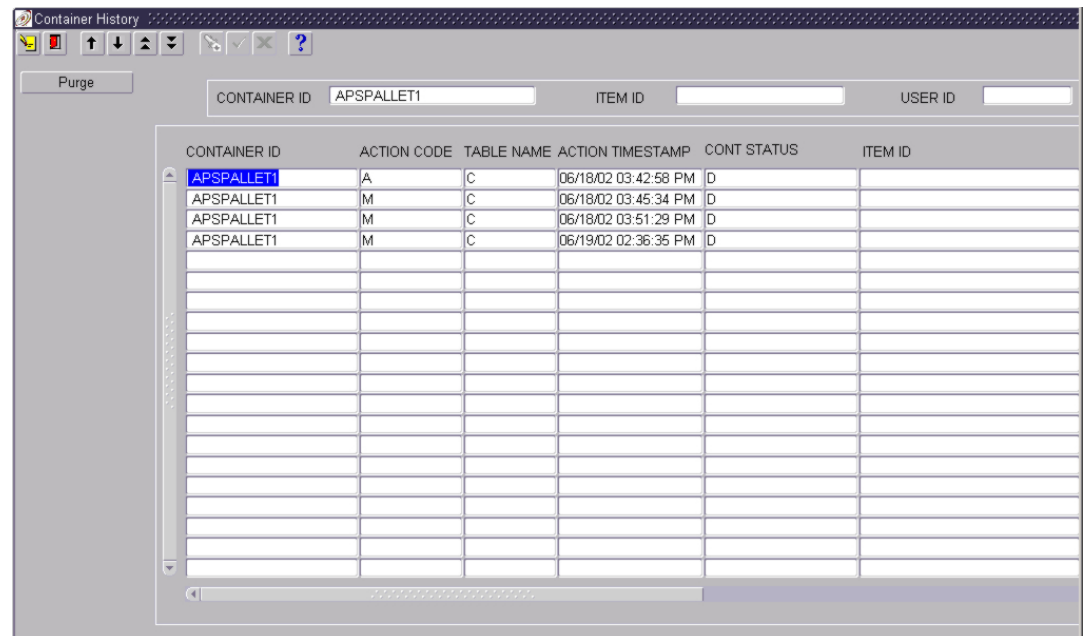
- 1 On the Activity Log Inquiry window, click **Build Query**. The Build Query window is displayed.
- 2 Click **Delete Query**. The Activity Log Queries window is displayed.
- 3 Select the query that you want to delete.
- 4 Click **Delete Query**.
- 5 When prompted to delete the record, click **Yes**. The query is deleted and you are returned to the Build Query window.
- 6 Click **Exit/Cancel** to close the Build Query window.

Exit the Activity History Log window

- Click the exit  button to close the window.

Monitor container history


- **Navigate:** From the main menu, select Inventory Management > Container History. The Container History window is displayed.






Container History window

Display all historical records

Note: Due to the large volume of records that might be retrieved, it is recommended that you enter criteria in order to restrict the results.

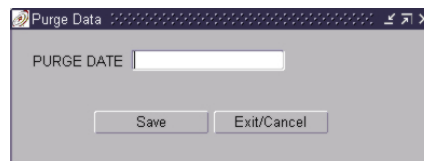
- Click the execute query  button.

Display a subset of historical records

- 1 If any records are currently displayed, click the clear  button.
- 2 Click the enter query  button.
- 3 Enter criteria in one or more of the query fields.
- 4 Click the execute query  button. The historical records that match the criteria are displayed.

Purge historical records

- 1 On the Container History window, click **Purge**. The Purge Data window is displayed.



Purge Data window

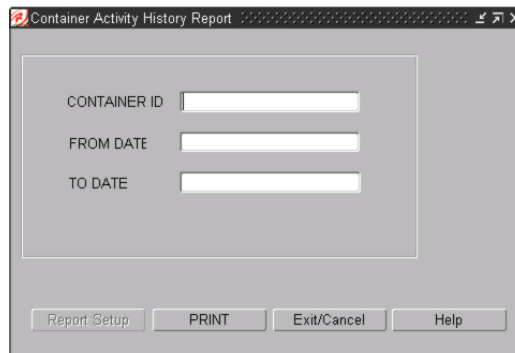
- 2 In the Purge Date field, enter an action date. All records with an action date equal to or less than the selected action date are included in the purge request.
- 3 Click **Save** to enter the purge request and close the Purge Data window.

Exit the Container History window

- Click the exit  button to close the window.

Generate the Activity History Log for Container ID report

- **Navigate:** From the main menu, select Activity History Log > Reports > Container. The Container Activity History Report window is displayed.

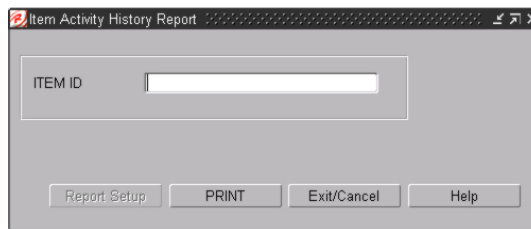


Container Activity History Report window

- 1 In the Container ID field, enter the container ID for which you want a report.
- 2 In the From Date and To Date fields, enter the range of dates to include in the report.
- 3 Click **Print**. The report is sent to the default destination.

Generate the Activity History Log for Item ID

- **Navigate:** From the main menu, select Activity History Log > Reports > Item. The Item Activity History Report window is displayed.

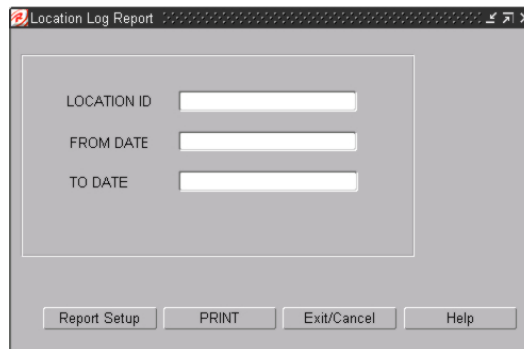


Item Activity History Report window

- 1 In the Item ID field, enter the item ID for which you want a report.
- 2 Click **Print**. The report is sent to the default destination.

Generate the Activity History Log for Location ID report

- **Navigate:** From the main menu, select Activity History Log > Reports > Location. The Location Log Report window is displayed.

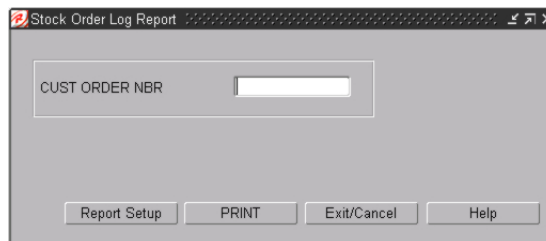


Location Log Report window

- 1 In the Location ID field, enter the location ID for which you want a report.
- 2 In the From Date and To Date fields, enter the range of dates to include in the report.
- 3 Click **Print**. The report is sent to the default destination.

Generate the Activity History Log for Stock Order Nbr report

- **Navigate:** From the main menu, select Activity History Log > Reports > Stock Order. The Stock Order Log Report window is displayed.

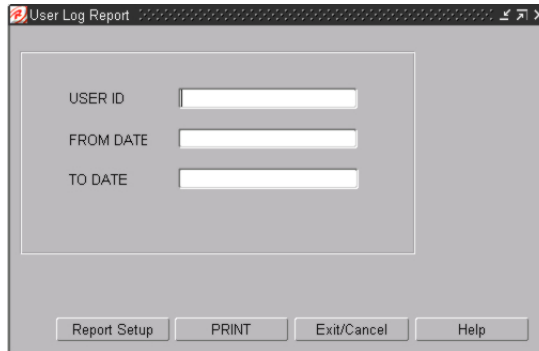


Stock Order Log Report window

- 1 In the Cust Order Nbr field, enter the customer order number for which you want a report.
- 2 Click **Print**. The report is sent to the default destination.

Generate the Activity History Log for User ID report

- ➔ **Navigate:** From the main menu, select Activity History Log > Reports > User. The User Log Report window is displayed.

The image shows a software window titled "User Log Report". Inside the window, there is a light gray rectangular area containing three input fields. The first field is labeled "USER ID", the second "FROM DATE", and the third "TO DATE". Below this input area, there are four buttons: "Report Setup", "PRINT", "Exit/Cancel", and "Help". The window has a standard title bar with a close button on the right.

User Log Report window

- 1 In the User ID field, enter the user ID for which you want a report.
- 2 In the From Date and To Date fields, enter the range of dates to include in the report.
- 3 Click **Print**. The report is sent to the default destination.

Chapter 13 – Support functions

Overview

The support functions modules are the heart of the system. They assist system administrators and users with high privilege levels in maintaining specifications for every integral part of the distribution center.

The modules found under the support functions umbrella are:

Administration setup

Used to configure system level functions, such as facilities, menus, print queues, system parameters, translations, user messages, users, and working days.

DC setup

Used to set up the physical layout and container types in the distribution center. This includes defining DC departments, regions, work areas, zones, zone groups, and locations. Some types of locations, such as doors, forward pick locations, and put to store locations, require additional details. Common characteristics of locations may be defined at the location type level. Location classes can be used to group locations with similar defaults, processes, and equipment types. Unit pick systems can be set up and putaway plans can be defined.

Equipment/zone setup

Used to set up equipment classes and zone groups. Zones and equipment are identified. Equipment classes are assigned to zones.

Item setup

Used to set up attribute types, attributes, and attribute WIPs. Indicate whether item fields are owned by the host system or the DC. Define the default characteristics and attributes for items at the department, class, subclass, or vendor style level. Item classes can be used to group items with similar defaults, processes, and equipment classes. Items may be entered manually. Vendor audits and addresses may be maintained. SKU profiles may be transmitted to a third party system.

Processing/returns setup

Used to set up codes that are required in order to process returns and value added services. The codes include trouble codes, disposition codes, reason codes for inventory adjustments, return codes, and WIP codes. Processes are set up which define how tasks are presented to users and how users must record their activities. Cycle count plans, generic labels, and label reprints are maintained in this module.

User/task setup

Used to set up the rules that allow RDM to automatically assign tasks to users. Define user classes, users, activities, and service standards. Assign users to task groups and monitor task assignments. Review labor productivity.

Transportation setup

Used to identify shipping destinations, carriers, trailers, routes, route days, route destinations, and carrier service routes. You can also view a summary of route assignments by day.

Administration setup

Overview

System administration tasks are performed by system administrators or users with a high privilege level.

Business process





The administration setup module allows you to set up parameters that affect the entire system. You can set up the following:

- System parameters: Determine which features should be operational and enter the default settings for various areas of the system.
- Facilities: Create or copy the environments in which users must work.
- Translations: Identify the supported languages. Translate menu options, field labels, and user messages.
- Currencies and tickets: Identify and set up the format for currencies. Identify the ticket types, their printer queues, and default print quantities.
- Codes: Translate inventory disposition codes, stock order upload codes, and transaction codes in order to make them compatible with host systems.
- Printers and reports: Identify the types of output devices that are available to the system. Set default parameters for generating reports.
- Work days: Identify the work days, non-work days, and hours of operation for the distribution center.
- Process configurations: Identify how processes may be presented to users. Set up label configurations which may be assigned to processes presented as Label. Review the function keys found on RF screens.


Reports

There are no reports that pertain to administration setup.

Display system parameters by description or functional area

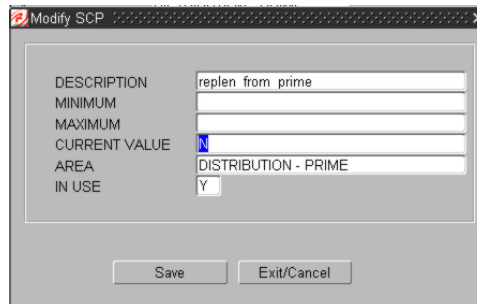
- 1 If any system parameters are currently displayed, click the clear  button.
- 2 Click the enter query  button.
- 3 To search for system parameters by:
 - Description: Enter all or part of the description in the System Parameter query field, or click the LOV  button and select the system parameter.
 - Functional area: Enter all or part of the area name in the Area query field, or click the LOV  button and select the area.

Note: You can use the percent (%) symbol as a wildcard character.

- 4 Click the execute query  button. The system parameters that match the search criterion are displayed.

Edit system parameters

- 1 On the SCP Editor Screen window, double-click the system parameter that you want to edit. The Modify SCP window is displayed.



DESCRIPTION	replen from prime
MINIMUM	
MAXIMUM	
CURRENT VALUE	N
AREA	DISTRIBUTION - PRIME
IN USE	Y

Save Exit/Cancel

Modify SCP window

- 2 Edit the current value and functional area as necessary.
- 3 In the In Use field, enter Y (Yes) to turn on or N (No) to turn off a system parameter as necessary.
- 4 Click **Save** to save any changes and close the Modify SCP window.

Exit the SCP Editor Screen window

- Click the exit  button to close the window.

Add a facility

Note: At least one facility must already be set up in the system, as new facilities are copied from an existing facility.

- 1 On the Facility Editor window, click **Create Record**. The Create window is displayed.

The 'Create' window is a dialog box with a title bar. It contains the following fields and controls:

- FROM FACILITY:** A text input field.
- FACILITY:** A text input field.
- DESCRIPTION:** A text input field.
- DELETE ALLOWED:** A dropdown menu currently showing 'Y'.
- MLD ENABLED:** A checkbox.
- Buttons:** 'Save' and 'Exit/Cancel' at the bottom.

Create window

- 2 In the From Facility field, enter the ID of the facility to be copied.
- 3 In the Facility and Description fields, enter the ID and name of the new facility.
- 4 In the Delete Allowed field, enter Y (Yes) if the facility may be deleted. Otherwise, enter N (No).
- 5 Select the MLD Enable check box if the facility is to be enabled for multi-level distribution (MLD).

Note: The system parameter that enables multi-level distribution functionality must be set to Y (Yes) in order to use this option.

- 6 Click **Save** to save the changes and close the Create window.

Delete a facility

- 1 On the Facility Editor window, select the facility that you want to delete.
- 2 Click **Delete Record**.
- 3 When prompted to delete the record, click **Yes**.

Exit the Facility Editor window

- Click the exit  button to close the window.

- **Navigate:** From the main menu, select Support Functions > Administration Setup > Facility Setup Editor. The current facilities are displayed in the Facility Setup Editor window.





- 1 On the Facility Setup Editor window, double-click the facility that you want to edit. The Create/Modify window is displayed.
- 2 Edit the enabled fields as necessary.
- 3 Click **Save** to save any changes and close the Create/Modify window.

Add a facility

- 1 On the Facility Setup Editor window, click **Create Record**. The Create/Modify window is displayed.

Create/Modify window

- 2 In the Facility field, enter the ID of the facility.
- 3 In the Facility Type field, enter the code for the type of facility.
- 4 In the Dest field, enter the destination ID of the distribution center, or click the LOV  button and select the destination.
- 5 In the Description field, enter a description of the facility.
- 6 In the Oracle SID field, enter the Oracle system ID of the facility.
- 7 In the Country Code field, enter the code for the country in which the facility is located, or click the LOV  button and select the country.
- 8 In the Allow Opposite Labeled Reserve field, enter Y (Yes) or N (No) to indicate whether the facility accepts shipments from a facility that uses opposite labeled reserve.
- 9 In the Labeled Reserve field, enter Y (Yes) or N (No) to indicate whether the facility uses labeled reserve functionality.
- 10 Click **Save** to save the changes and close the Create/Modify window.

Delete a facility

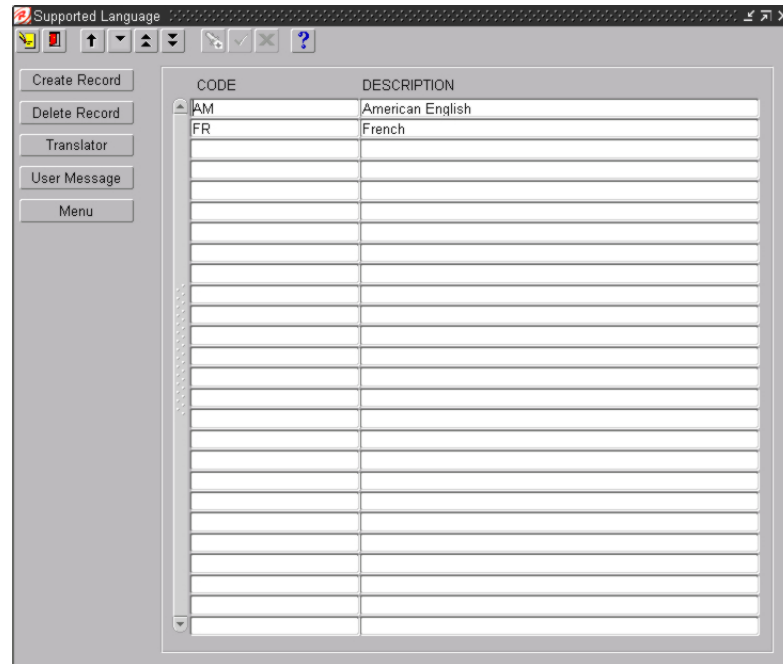
- 1 On the Facility Editor window, select the facility that you want to delete.
- 2 Click **Delete Record**.
- 3 When prompted to delete the record, click **Yes**.

Exit the Facility Editor window

- Click the exit  button to close the window.

Maintain language codes

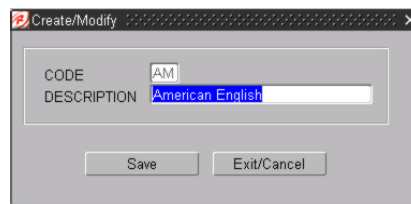
- **Navigate:** From the main menu, select Support Functions > Administration Setup > Supported Language Editor. The current language codes are displayed in the Supported Language window.



Supported Language window

Edit a language code

- 1 On the Supported Language window, double-click the language code that you want to edit. The Create/Modify window is displayed.



Create/Modify window

- 2 Edit the description as necessary.
- 3 Click **Save** to save any changes and close the Create/Modify window.

Add a language code

- 1 On the Supported Language window, click **Create Record**. The Create/Modify window is displayed.
- 2 In the Code field, enter the standard code for the language.
- 3 In the Description field, enter the name of the language.
- 4 Click **Save** to save the changes and close the Create/Modify window.

Delete a language code

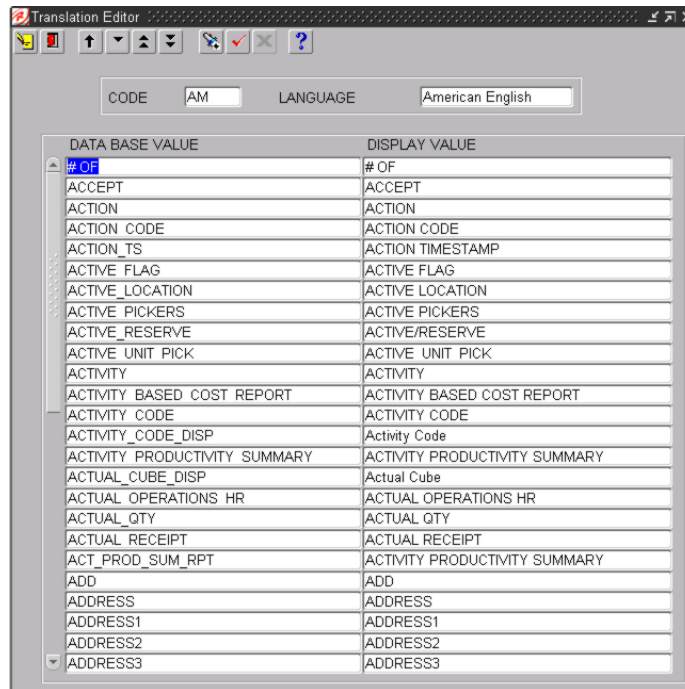
- 1 On the Supported Language window, select the language code that you want to delete.
- 2 Click **Delete Record**.
- 3 When prompted to delete the record, click **Yes**.

Exit the Supported Language window

- Click the exit  button to close the window.

Maintain translations of field labels





- ➔ **Navigate:** From the main menu, select Support Functions > Administration Setup > Translation Editor. The Translation Editor window is displayed.



Translation Editor window

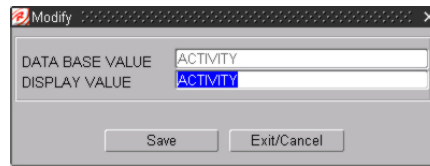
Note: You can also access this window from the Supported Language window.

Display the field labels

- 1 If any values are currently displayed, click the clear  button.
- 2 Click the enter query  button.
- 3 In the Code query field, enter the code for the language, or click the LOV  button and select the language.
- 4 Click the execute query  button. The values associated with the selected language are displayed.

Edit a translation

- 1 On the Translation Editor window, double-click the value that you want to edit. The Modify window is displayed.



Modify window

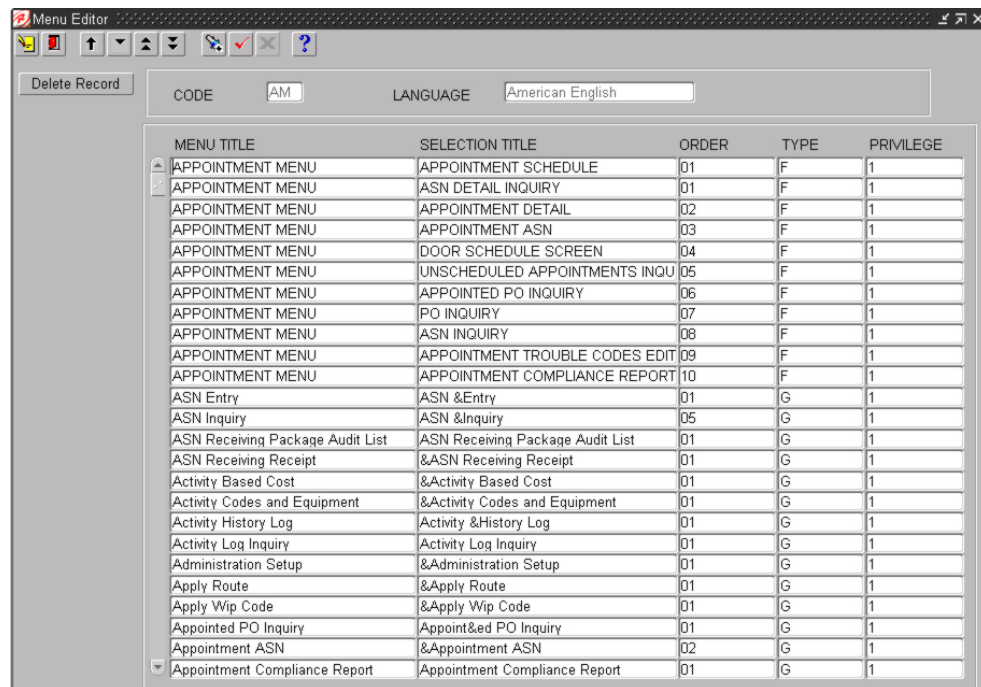
- 2 Edit the value as necessary.
- 3 Click **Save** to save any changes and close the Modify window.

Exit the Translation Editor window

- Click the exit  button to close the window.

Maintain translations of menu options





- **Navigate:** From the main menu, select Support Functions > Administration Setup > Menu Editor. The menu options are displayed in the Menu Editor window.



Menu Editor window

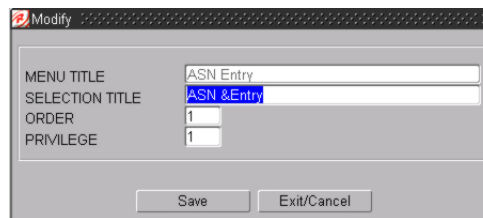
Note: You can also access this window from the Supported Language window.

Display the menu options

- 1 If any menu options are currently displayed, click the clear  button.
- 2 Click the enter query  button.
- 3 In the Code query field, enter the code for the language, or click the LOV  button and select the language.
- 4 Click the execute query  button. The menu options associated with the selected language are displayed.

Edit a translation

- 1 On the Menu Editor window, double-click the menu option that you want to edit. The Modify window is displayed.



MENU TITLE	ASN Entry
SELECTION TITLE	ASN &Entry
ORDER	1
PRIVILEGE	1

Save Exit/Cancel

Modify window

- 2 Edit the title, its order on the menu, and its user privilege level as necessary.
- 3 Click **Save** to save any changes and close the Modify window.

Delete a menu option

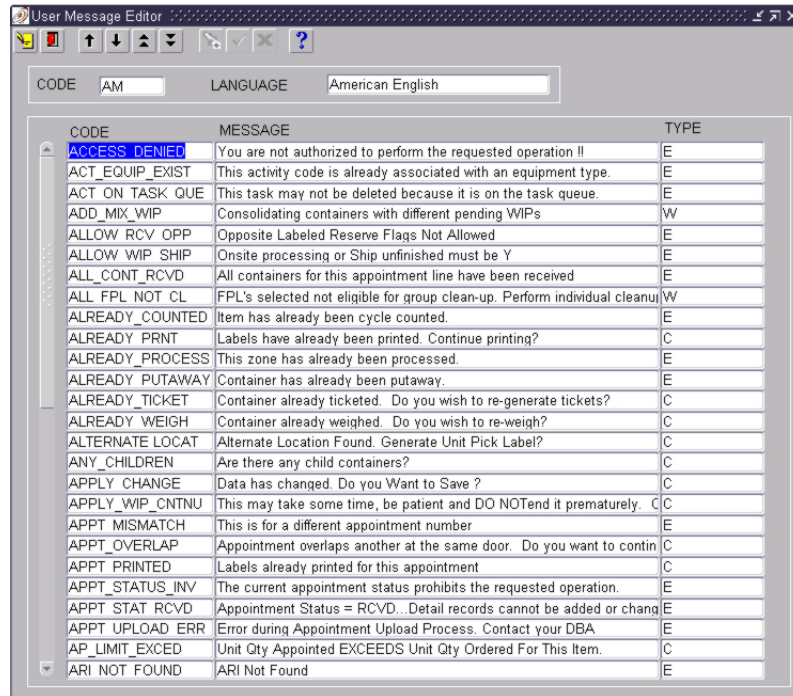
- 1 On the Menu Editor window, select the menu option that you want to delete.
- 2 Click **Delete Record**.
- 3 When prompted to delete the record, click **Yes**.

Exit the Menu Editor window

- Click the exit  button to close the window.

Maintain translations of user messages





- **Navigate:** From the main menu, select Support Functions > User/Task Setup > User Message Editor. The User Message Editor window is displayed.



User Message Editor window

Note: You can also access this window from the Supported Language window.

Display the messages

- 1 If any messages are currently displayed, click the clear  button.
- 2 Click the enter query  button.
- 3 In the Code query field, enter the code for the language, or click the LOV  button and select the language.
- 4 Click the execute query  button. The messages associated with the selected language are displayed.

Edit a translation

- 1 On the User Message Editor window, double-click the message that you want to edit. The Modify window is displayed.

CODE	ACCESS_DENIED
MESSAGE	You are not authorized to perform the requested operation !!
TYPE	E

Save Exit/Cancel

Modify window

- 2 Edit the message and type as necessary.
- 3 Click **Save** to save any changes and close the Modify window.

Exit the User Message Editor window

- Click the exit  button to close the window.

Maintain currency codes

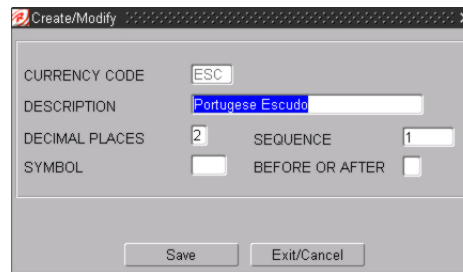
- **Navigate:** From the main menu, select Support Functions > Administration Setup > Currency Editor. The current currency codes are displayed in the Currency Editor window.

CURRENCY CODE	DESCRIPTION	FORMAT	DECIMAL PLACES	BEFORE OR AFTER
AUS	Australia Dollar	Australia Dollar	2	
BPU	Botswana Pula	Botswana Pula	2	
CAN	Canada Dollar	Canada Dollar	2	
DEN	Danish Krone	Danish Krone	2	
DM	Deutsche Mark	Deutsche Mark	2	
DOM	Dominican Dollars	Dominican Dollars	4	
ESC	Portugese Escudo	Portugese Escudo	2	
EUR	Euro	Euro	2	
Ffr	French Franc	French Franc	2	
GBR	Pound Sterling	Pound Sterling	2	
IRE	Ireland Punt	Ireland Punt	2	
LIR	Italian lira	Italian lira	3	
MAL	Malaysia Ringgit	Malaysia Ringgit	2	
MEX	Mexican New Peso	Mexican New Peso	2	
NKR	Norwegian Krone	Norwegian Krone	2	
NZL	NZ Dollar	NZ Dollar	2	
PHI	Philippines Peso	Philippines Peso	2	
Pta	Spanish Peseta	Spanish Peseta	2	
SAF	S Africa Rand	S Africa Rand	2	
SKR	Swedish Krone	Swedish Krone	2	
SWI	Swiss Franc	Swiss Franc	2	
US	United States Dollar	99999999999999990000	2	B
USD	US dollar	US dollar	2	
YEN	Japan Yen	Japan Yen	0	
ZIM	Zimbabwean Dollar	Zimbabwean Dollar	2	

Currency Editor window

Edit a currency code

- 1 On the Currency Editor window, double-click the currency that you want to edit. The Create/Modify window is displayed.

*Create/Modify window*

- 2 Edit the description and formatting instructions as necessary.
- 3 Click **Save** to save the changes and close the Create/Modify window.

Add a currency code

- 1 On the Currency Editor window, click **Create Record**. The Create/Modify window is displayed.
- 2 In the Currency Code and Description fields, enter the code and description for the currency.
- 3 In the Decimal Places field, enter the number of decimal places used in the currency. The number may 0, 1, or 2.
- 4 In the Symbol field, enter the symbol used for the currency. (For example: \$ for US dollars.)
- 5 In the Sequence field, enter a number that represents where the currency code is printed on tickets.
- 6 In the Before or After field, enter B (before) or A (after) to indicate whether the symbol should appear before or after monetary amounts.
- 7 Click **Save** to save the changes and close the Create/Modify window.


Delete a currency code

- 1 On the Currency Editor window, select the currency code that you want to delete.
- 2 Click **Delete Record**.
- 3 When prompted to delete the record, click **Yes**.

Exit the Currency Editor window

- Click the exit  button to close the window.

Add a ticket type

- 1 On the Ticket Type Editor window, click **Create Record**. The Create/Modify window is displayed.
- 2 In the Type field, enter the code for the ticket type.
- 3 In the Message field, enter the message to be printed with the ticket.
- 4 In the Ticket Qty field, enter the number of tickets to be printed.
- 5 In the Queue Name field, enter the name of the print queue, or click the LOV  button and select the print queue.
- 6 In the Printer Type field, enter the name of the printer.
- 7 Click **Save** to save the changes and close the Create/Modify window.

Delete a ticket type

- 1 On the Ticket Type Editor window, select the ticket type that you want to delete.
- 2 Click **Delete Record**.
- 3 When prompted to delete the record, click **Yes**.

Exit the Ticket Type Editor window

- Click the exit  button to close the window.

Maintain stock order upload codes

- **Navigate:** From the main menu, select Support Functions > Administration Setup > Stock Order Upload Code Editor. The current codes are displayed in the Stock Order Upload Code Editor window.

TRANSLATED UPLOAD CODE	SYSTEM UPLOAD CODE	DESCRIPTION	GENERATE MESSAGE
CC	CC	Cartonize	<input checked="" type="checkbox"/>
CR	CR	Un-Cartonize	<input checked="" type="checkbox"/>
DS	DS	Details Selected	<input checked="" type="checkbox"/>
DU	DU	Details Un-Selected	<input checked="" type="checkbox"/>
EX	EX	Expired	<input checked="" type="checkbox"/>
NI	NI	No Inventory	<input checked="" type="checkbox"/>
PP	PP	Pick Pending	<input checked="" type="checkbox"/>
PU	PU	Pick Un-Distributed	<input checked="" type="checkbox"/>
RS	RS	Return to Stock	<input checked="" type="checkbox"/>
SD	SD	Successful Delete	<input checked="" type="checkbox"/>
SI	SI	Successful Insert	<input checked="" type="checkbox"/>
SR	SR	Store Re-assign	<input checked="" type="checkbox"/>
			<input type="checkbox"/>
			<input type="checkbox"/>
			<input type="checkbox"/>
			<input type="checkbox"/>
			<input type="checkbox"/>
			<input type="checkbox"/>
			<input type="checkbox"/>
			<input type="checkbox"/>
			<input type="checkbox"/>
			<input type="checkbox"/>

Stock Order Upload Code Editor window

Edit a stock order upload code

- 1 On the Stock Order Upload Code Editor window, double-click the code that you want to edit. The Modify window is displayed.

TRANSLATED UPLOAD CODE	CR	GENERATE MESSAGE	<input checked="" type="checkbox"/>
SYSTEM UPLOAD CODE	CR	DESCRIPTION	Un-Cartonize

Save Exit/Cancel

Modify window

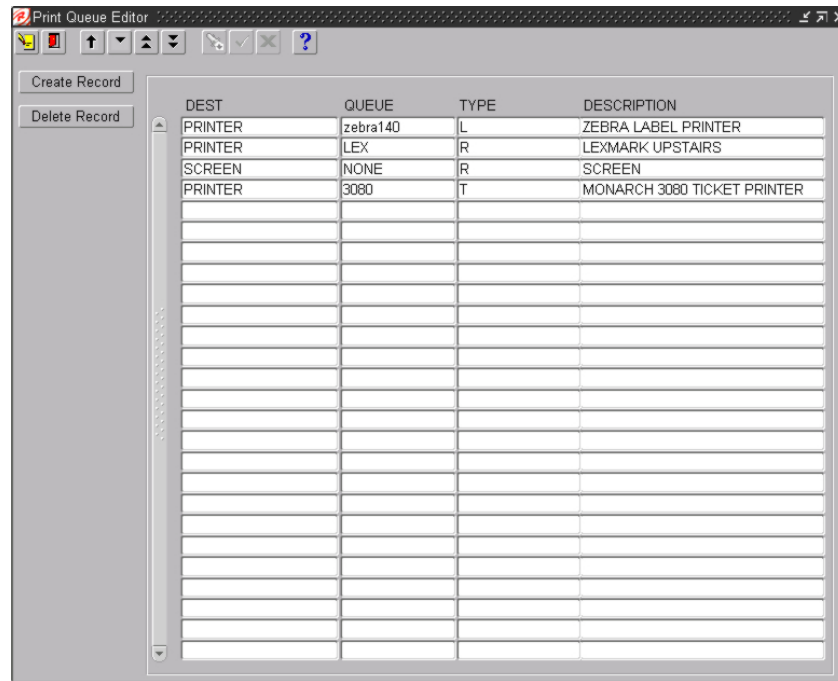
- 2 Edit the translated upload code as necessary.
- 3 To indicate that a message should be sent to the host system, select the Generate Message check box.
- 4 Click **Save** to save any changes and close the Modify window.

Exit the Stock Order Upload Code Editor window

- Click the exit  button to close the window.

Maintain print queues

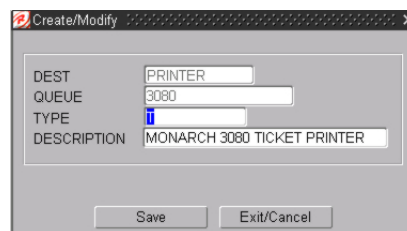
- **Navigate:** From the main menu, select Support Functions > Administration Setup > Print Queue Editor. The current print queues are displayed in the Print Queue Editor window.



Print Queue Editor window

Edit a print queue

- 1 On the Print Queue Editor window, double-click the print queue that you want to edit. The Create/Modify window is displayed.



Craete/Modify window

- 2 Edit the type and description as necessary.
- 3 Click **Save** to save any changes and close the Create/Modify window.

Add a print queue

- 1 On the Print Queue Editor window, click **Create Record**. The Create/Modify window is displayed.
- 2 In the Dest field, enter the destination. The destination may be Printer, File, or Screen.
- 3 In the Queue field, enter the name of the print queue. If the Destination is File or Screen, the Queue defaults to None.
- 4 In the Description field, enter the description of the print queue.
- 5 Click **Save** to save the changes and close the Create/Modify window.

Delete a print queue

- 1 On the Print Queue Editor window, select the print queue that you want to edit.
- 2 Click **Delete Record**.
- 3 When prompted to delete the record, click **Yes**.

Exit the Print Queue Editor window

- Click the exit  button to close the window.


Maintain default parameters for reports

- **Navigate:** From the main menu, select Support Functions > Administration Setup > Reports Parameter Editor. The Report Parameters Editor window is displayed.





[illegible]

Report Parameters Editor window

Display default parameters for all reports

- Click the execute query  button.

Display default parameters for one report

- 1 If any report parameters are currently displayed, click the clear  button.
- 2 Click the enter query  button.
- 3 In the Report Name query field, enter the name of the report, or click the LOV  button and select the report.
- 4 Click the execute query  button. The default parameters for the selected report are displayed.

Edit a default parameter

- 1 On the Report Parameters Editor window, double-click the parameter that you want to edit. The Create/Modify window is displayed.

The screenshot shows a 'Create/Modify' dialog box with the following fields and values:

Field	Value
REPORT NAME	BEST_BEFORE_DATE
PARAMETER NAME	DESTYPE
PARAMETER VALUE	SCREEN
UPDATEABLE	<input checked="" type="checkbox"/>


Buttons at the bottom: Save, Exit/Cancel.

Create/Modify window

Note: Only parameters marked as Updateable may be edited.

- 2 Edit the Parameter Value field and Updateable check box as necessary.
- 3 Click **Save** to save any changes and close the Create/Modify window.

Add a default parameter

- 1 On the Report Parameters Editor window, select the report name that you want to edit.
- 2 Click **Create Record**. The Create/Modify window is displayed.
- 3 In the Parameter Name field, enter the name of the parameter, or click the LOV  button and select the parameter.
- 4 In the Parameter Value field, enter the default value for the parameter.
- 5 Clear the Updateable check box if you do not want users to update the default parameter.
- 6 Click **Save** to save the changes and close the Create/Modify window.

Exit the Report Parameters Editor window

- Click the exit  button to close the window.



Maintain work days

- **Navigate:** From the main menu, select Support Functions > Administration Setup > Working Days Editor. The Working Days window is displayed. By default, the current date is displayed in the Date query field.

[illegible]

Working Days window

Display a range of dates

- 1 In the Date query field, enter the start date, or click the calendar  button and select the date.
- 2 Click the execute  query button. The dates from the selected date forward are displayed.

The work day defaults are determined by system settings: start time, end time, and whether Saturdays and Sundays are work days. You can override the default times when adding a work day. You can override the work day indicator when editing a record.

Edit a date

- 1 On the Working Days window, double-click the work date that you want to edit. The Modify window is displayed.

Modify window

- 2 Edit the work day indicator and the start and end times as necessary.
- 3 Enter or edit a comment as necessary.
- 4 Click **Save** to save any changes and close the Modify window.

Add one or more days

- 1 On the Working Days window, click **Create Record**. The Create window is displayed.

Create window

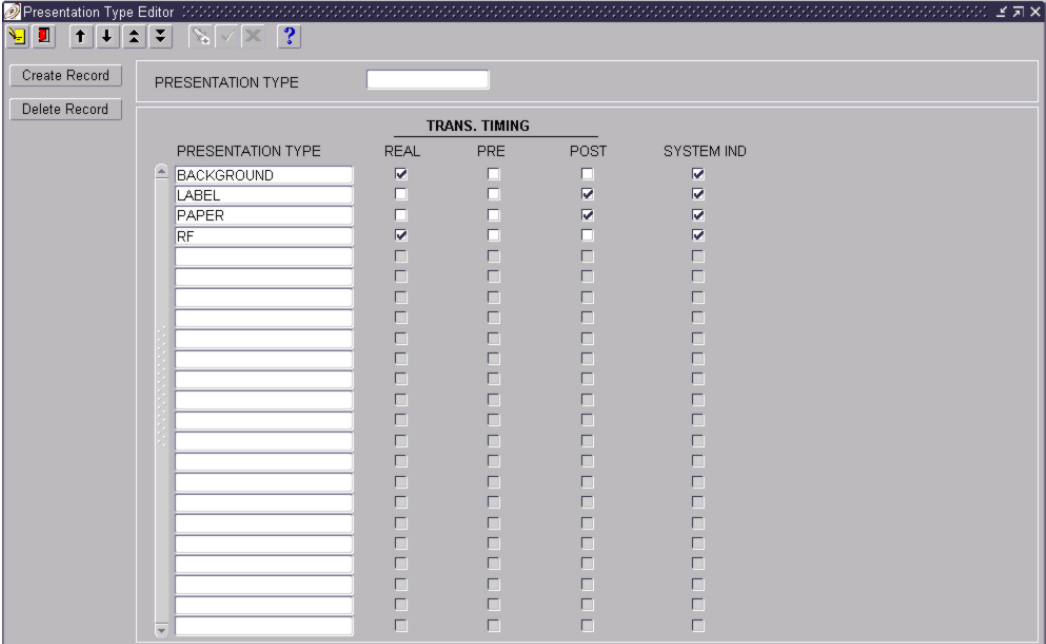
- 2 To add one date, enter the same date in both the Start Date and End Date fields.
To add a range of dates, enter the start date and end date in their respective fields.
- 3 In the Start Time and End Time fields, enter the times when the work day begins and ends. Use 24 hour international standard notation.
- 4 Click **Save** to save the changes and close the Create window.

Exit the Working Days window

- Click the exit  button to close the window.


Maintain presentation types

- **Navigate:** From the main menu, select Support Functions > Administration Setup > Presentation Type Editor. The Presentation Type Editor window is displayed.







Presentation Type Editor window

Display all presentation types

- Click the execute query  button.

Display a presentation type

- 1 If any presentation types are currently displayed, click the clear  button.
- 2 Click the enter query  button.
- 3 In the Presentation Type query field, enter the name of the presentation type, or click the LOV  button and select the presentation type.
- 4 Click the execute query  button. The presentation type that matches the search criterion is displayed.

Edit a presentation type

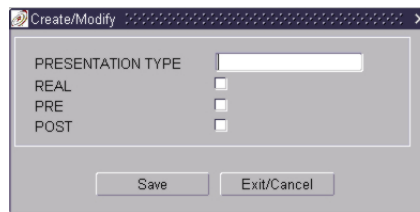
- 1 On the Presentation Type Editor window, double-click the presentation type that you want to edit. The Create/Modify window is displayed.

Note: You cannot edit a presentation type if the system indicator is selected.

- 2 Edit the transaction timing selections as necessary.
- 3 Click **Save** to save any changes and close the Create/Modify window.

Add a presentation type

- 1 On the Presentation Type Editor window, click **Create Record**. The Create/Modify window is displayed.



Create/Modify window

- 2 In the Presentation Type field, enter a name for the presentation type.
- 3 Select one or more of the following transaction timing methods:
 - Real: Inventory is affected during screen usage. Real time is mutually exclusive from pre- and post-transactional timing.
 - Pre: Inventory is affected before the action occurs.
 - Post: Inventory is affected after the action occurs.
- 4 Click **Save** to save the changes and close the Create/Modify window.

Delete a presentation type

- 1 On the Presentation Type Editor window, select the presentation type that you want to delete.

Note: You cannot delete a presentation type if the system indicator is selected.

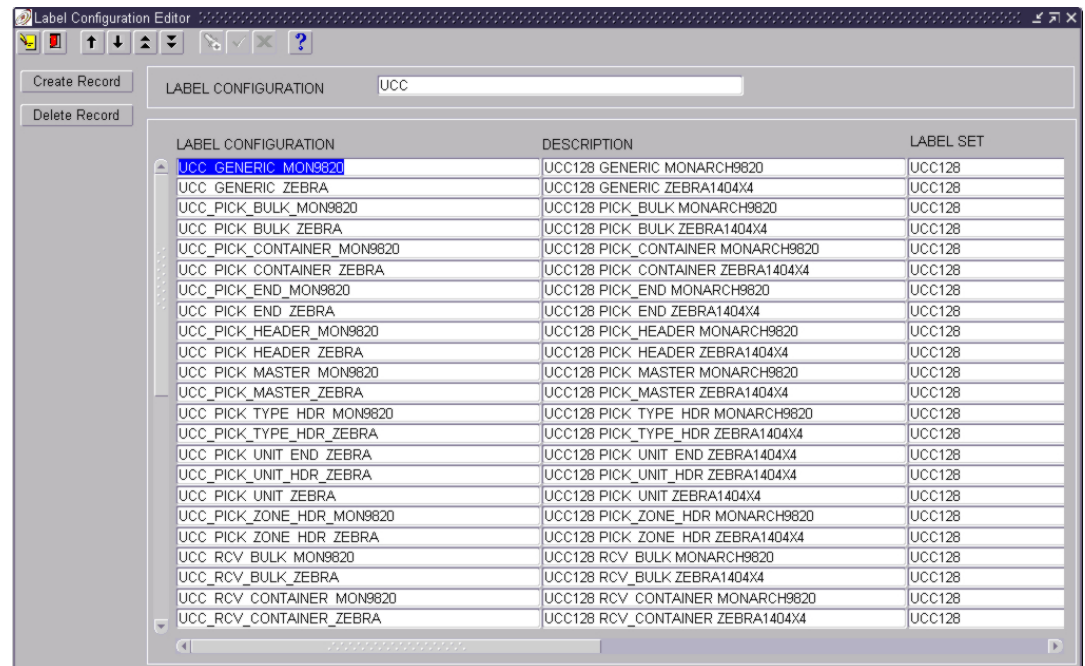
- 2 Click **Delete Record**.
- 3 When prompted to delete the record, click **Yes**.

Exit the Presentation Type Editor window

- Click the exit  button to close the window.


Maintain label configurations

- **Navigate:** From the main menu, select Support Functions > Administration Setup > Label Configuration Editor. The Label Configuration Editor window is displayed.







Label Configuration Editor window

Display all label configurations

- Click the execute query  button.

Display a label configuration

- 1 If any label configurations are currently displayed, click the clear  button.
- 2 Click the enter query  button.
- 3 In the Label Configuration query field, enter the name of the label configuration, or click the LOV  button and select the label configuration.
- 4 Click the execute query  button. The label configuration that matches the search criterion is displayed.

Note: If you enter a partial name in the Label Configuration query field, all label configurations that begin with the same characters will be displayed.

Edit a label configuration

- 1 On the Label Configuration Editor window, double-click the label configuration that you want to edit. The Create/Modify window is displayed.




Note: You cannot edit a label configuration if the system indicator is selected.

- 2 Edit the enabled fields as necessary.
- 3 Click **Save** to save the changes and close the Create/Modify window.

Add a label configuration

- 1 On the Label Configuration Editor window, click **Create Record**. The Create/Modify window is displayed.

Create/Modify window

- 2 In the Label Configuration and Description fields, enter a name and description for the label configuration.
- 3 In the Label Set field, select the format of the label, or click the LOV  button and select the format.
- 4 In the Printer field, enter the name of the label printer, or click the LOV  button and select the label printer.
- 5 In the Master and Case fields, select the appropriate check box:
 - Select the Master check box for master pallet labels.
 - Select the Case check box for individual case labels.
 - Select neither check box for generic labels.
- 6 In the Label Type field, enter the type of label, or click the LOV  button and select the type of label.
- 7 Select the Print on Demand check box if you prefer that labels be printed only when requested by a user.
- 8 Click **Save** to save the changes and close the Create/Modify window.

Delete a label configuration

- 1 On the Label Configuration Editor window, select the label configuration that you want to delete.

Note: You cannot delete a label configuration if the system indicator is selected.


- 2 Click **Delete Record**.
- 3 When prompted to delete the record, click **Yes**.

Exit the Label Configuration Editor window

- Click the exit  button to close the window.

View active RF function keys


- **Navigate:** From the main menu, select Support Functions > Administration Setup > RF Function Key Inquiry. The RF Function Key Inquiry window is displayed.








RF MENU	SUB-SCREEN	FUNCTION KEY	MANDATORY
SCREEN NAME	SUB-SCREEN DESCRIPTION	FUNCTION KEY DESCRIPTION	
HH_PICKING_MENU	BOILER_LABEL	F3EXIT	<input checked="" type="checkbox"/>
HH_FCP_PTP_SYSPAL_OUTB_S	LABEL	EXIT	
HH_PICKING_MENU	BOILER_LABEL	F7NEXT	<input checked="" type="checkbox"/>
HH_FCP_PTP_SYSPAL_OUTB_S	LABEL	NEXT	
HH_PICKING_MENU	BOILER_LABEL	F3EXIT	<input checked="" type="checkbox"/>
HH_FCP_PTP_SYSPAL_OUTB_S	LABEL	EXIT	
HH_PICKING_MENU	BOILER_LABEL	F7NEXT	<input checked="" type="checkbox"/>
HH_FCP_PTP_SYSPAL_OUTB_S	LABEL	NEXT	
HH_PICKING_MENU	BOILER_LABEL	F3EXIT	<input checked="" type="checkbox"/>
HH_FCP_PTP_SYSPAL_OUTB_S	LABEL	EXIT	
HH_PICKING_MENU	BOILER_LABEL	F7NEXT	<input checked="" type="checkbox"/>
HH_FCP_PTP_SYSPAL_OUTB_S	LABEL	NEXT	
HH_PICKING_MENU	BOILER_LABEL	F3EXIT	<input checked="" type="checkbox"/>
HH_FCP_PTP_SYSPAL_OUTB_S	LABEL	EXIT	
HH_PICKING_MENU	BOILER_LABEL	F7NEXT	<input checked="" type="checkbox"/>
HH_FCP_PTP_SYSPAL_OUTB_S	LABEL	NEXT	
HH_PICKING_MENU	BOILER_PALLET	F3EXIT	<input checked="" type="checkbox"/>
HH_FCP_PTP_SYSPAL_OUTB_S	PALLET	EXIT	
HH_PICKING_MENU	BOILER_PALLET	F5FULL	<input type="checkbox"/>
HH_FCP_PTP_SYSPAL_OUTB_S	PALLET	FULL	

RF Function Key Inquiry window

Display all RF screens

- Click the execute query  button.

Display a subset of RF screens

- 1 If any RF screens are currently displayed, click the clear  button.
- 2 Click the enter query  button.
- 3 To display RF screens associated with a menu, enter the name of the menu in the RF Menu query field, or click the LOV  button and select the menu.
To display a screen and any related sub-screens, enter the name of the RF screen in the Screen Name query field, or click the LOV  button and select the RF screen.
- 4 Click the execute query  button. The RF screens that match the search criteria are displayed.

Exit the RF Function Key Inquiry window

- Click the exit  button to close the window.

Distribution center setup

Overview

The DC setup module allows you to set up various aspects of the distribution center.

Business process

There are several ways to set up the DC. Some factors to consider are the business process flow, the physical layout of the DC, the types of merchandise received, the types of containers used, and the equipment used to put away and pick merchandise. Once a strategy is developed, you can set up the following:

- **Cartonization:** Set up container types, including measurements. For outbound containers, state the collateral and dunnage weights. Group container types into carton groups which can be assigned to items.
- **Location types and location classes:** Location types should be created for each unique material handling and storage configuration. Location classes are used to group locations with similar characteristics, processes, and equipment classes assigned to them. When a location type and a location class are assigned to a location, the location inherits the location type and location class settings. If necessary, you can modify those settings at the location level.
- **Location hierarchy:** Set up the DC departments, regions, work areas, zones, and locations that exist in the DC. Assign attributes to each location. Identify the shipping and receiving doors and the shipping destinations. Enter the capacity and inventory for each forward pick location. Associate put-to-store (PTS) locations with outbound destinations. Set up random active locations for less than case distribution.
- **Unit pick systems:** Set up the sorter groups. Then set up the unit pick systems, including the induct zones and destinations. Set up the chutes, including their maximum capacity and fill percentages.
- **Putaway plans:** Define the putaway plans, including the zones, location types, and putaway methods. The putaway method may be: 1) put into a location that is empty (EMP), 2) put into a location that contains the same item, casepack, and lot (SAM), or 3) put into a location that contains a different item, casepack, and lot (DIF).

Reports

The Location Class Profile report lists all defaults, processes, and equipment classes assigned to a specified location class or location. At the location class level, you can choose to display all locations that are members of the location class or only those members with exceptions.

Cartonization and containers

Cartonization refers to the automated calculations that RDM performs in order to determine the proper size and type of box in which to pack each customer order for outbound shipment.

The cartonization process relies on the following steps:

- 1 Set up the container types, including the dimensions and weight.
- 2 Define additional characteristics for outbound container types. State the collateral weight, dunnage weight, and maximum dunnage.
 - Collateral weight: The weight of extra materials that are included in a carton, such as flyers, coupons, and so on.
 - Dunnage weight: The weight of the packing materials.
 - Minimum dunnage: The least amount of dunnage that a carton is expected to contain.

The available weight for a carton is calculated as the maximum weight designated for the container type minus the collateral and minimum dunnage weights set up for the outbound container.

- 3 Group container types into carton groups. Define one or more attribute types for carton groups, define attributes to correspond with each carton group. Assign the attributes to items.
- 4 The following system parameters must be set for the cartonization process:
 - `default_carton_group`: Identifies the default carton group assigned to an item when a carton group has not been selected.
 - `exception_cont_type`: Identifies the default container type assigned to an item if none of the container types in the default carton group fits the item.

Random active locations

RDM can use random active locations to store units for less than case distribution. This is useful if a broken case quantity is ordered for an item which is not assigned to a unit pick location. In this case, the system distributes items from a random location. Depending on how system parameters are set up, locations may be automatically assigned or the user may assign locations during the replenishment process.

The following issues must be considered when using random active locations:

- 1 An active (type A) putaway plan must be assigned to the item.
- 2 A region must be set up for random active locations. The entry location for the region serves as the drop-off location for replenishment.
- 3 The location must be associated with a location type that allows random active locations.
- 4 The random active locations must be in zones that are included in the putaway plan. The zones must be in regions set up for random active locations.
- 5 The following system parameters must be set:
 - `def_random_putaway`: Identifies the default putaway plan assigned to an item for which a putaway plan has not been selected. The plan must be type A.
 - `dynamic_random_slot`: Enter N (No) to allow the user to select random locations during the replenishment process. Enter Y (Yes) to prevent the user from overriding the putaway location.
 - `random_replen_dest_id`: Identify an internal destination ID for random active location functionality.
 - `random_active_stage`: If a staging location is used as a drop-off point for replenishment containers destined for random active locations, identify the staging location.

Unit sorter setup

When processing waves, RDM 1) determines the quantity of merchandise that fits into each chute of a unit sorter, 2) assigns units to the appropriate chute, and 3) properly distributes merchandise from a pick wave into multiple pack waves across multiple sorters in a sorter group.

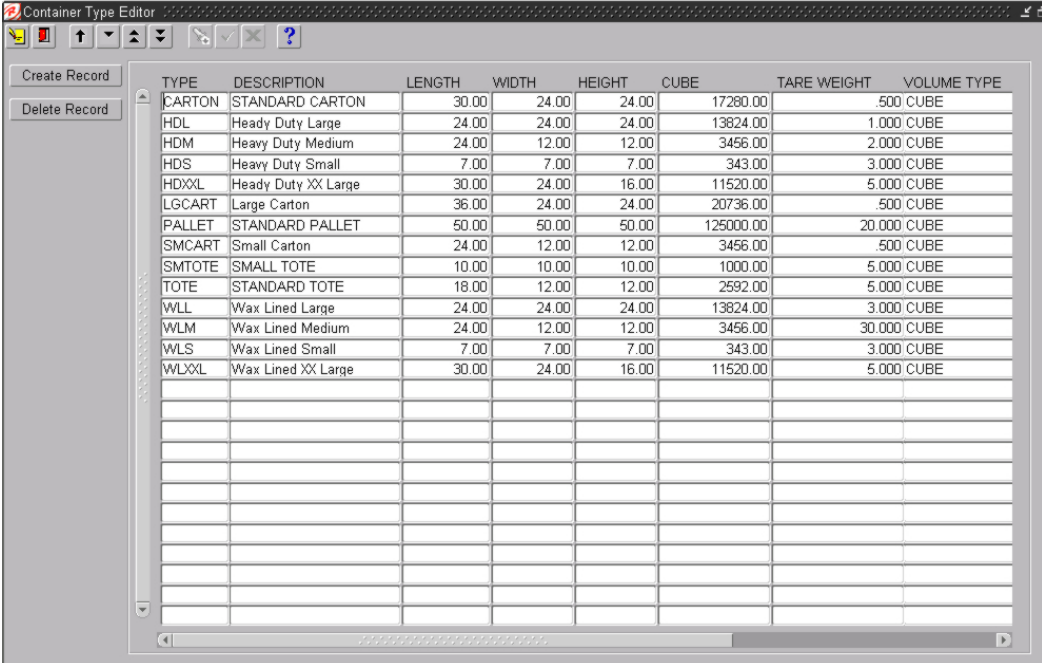
The process for setting up unit sorters is as follows:

- 1 Identify the sorter groups.
 - Set the maximum number of pack waves allowed for each pick wave.
 - Indicate where merchandise should be dropped-off for both conveyable and non-conveyable merchandise.
- 2 Assign sorter groups to unit pick systems.
 - Indicate the number of chutes to be used for each pack wave (referred to as pack wave size).
- 3 Set up the induct zones, the pick-up and drop-off locations, and the internal destinations for unit pick systems.
- 4 Identify the chute types. Chute types are identified on downloaded or manually created stock orders.
 - Normal orders are routed to a system-defined, regular chute type. Identify the regular chute type for the system parameter `reg_pack_chute`.
- 5 Set up the chutes. Associate each chute with a chute type. Limit the chute to particular brand if necessary. Enter the maximum capacity by cube, units, and number of orders. State the fill and regular fill percentages.
- 6 For each item in the system, indicate whether it is a sortable item.

Procedures

Maintain container types

- ➔ **Navigate:** From the main menu, select Support Functions > DC Setup > Container Type Editor. The current container types are displayed in the Container Type Editor window.



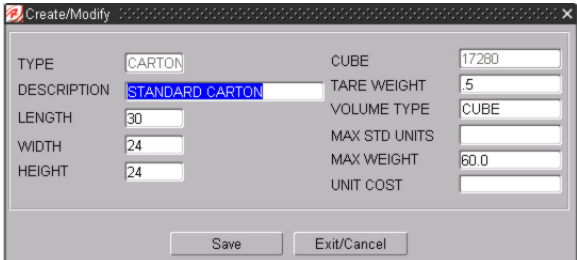
The screenshot shows the 'Container Type Editor' window. It has a toolbar with icons for file operations and a sidebar with 'Create Record' and 'Delete Record' buttons. The main area is a table with the following data:

TYPE	DESCRIPTION	LENGTH	WIDTH	HEIGHT	CUBE	TARE WEIGHT	VOLUME TYPE
CARTON	STANDARD CARTON	30.00	24.00	24.00	17280.00	.500	CUBE
HDL	Heavy Duty Large	24.00	24.00	24.00	13824.00	1.000	CUBE
HDM	Heavy Duty Medium	24.00	12.00	12.00	3456.00	2.000	CUBE
HDS	Heavy Duty Small	7.00	7.00	7.00	343.00	3.000	CUBE
HDXXL	Heavy Duty XX Large	30.00	24.00	16.00	11520.00	5.000	CUBE
LGCART	Large Carton	36.00	24.00	24.00	20736.00	.500	CUBE
PALLET	STANDARD PALLET	50.00	50.00	50.00	125000.00	20.000	CUBE
SMCART	Small Carton	24.00	12.00	12.00	3456.00	.500	CUBE
SMTOTE	SMALL TOTE	10.00	10.00	10.00	1000.00	5.000	CUBE
TOTE	STANDARD TOTE	18.00	12.00	12.00	2592.00	5.000	CUBE
WLL	Wax Lined Large	24.00	24.00	24.00	13824.00	3.000	CUBE
WLM	Wax Lined Medium	24.00	12.00	12.00	3456.00	30.000	CUBE
WLS	Wax Lined Small	7.00	7.00	7.00	343.00	3.000	CUBE
WLXXL	Wax Lined XX Large	30.00	24.00	16.00	11520.00	5.000	CUBE

Container Type Editor window

Edit a container type

- 1 On the Container Type Editor window, double-click the container type that you want to edit. The Create/Modify window is displayed.



The screenshot shows the 'Create/Modify' window. It contains the following fields:

TYPE	CARTON	CUBE	17280
DESCRIPTION	STANDARD CARTON	TARE WEIGHT	.5
LENGTH	30	VOLUME TYPE	CUBE
WIDTH	24	MAX STD UNITS	
HEIGHT	24	MAX WEIGHT	60.0
		UNIT COST	

At the bottom, there are 'Save' and 'Exit/Cancel' buttons.

Create/Modify window

- 2 Edit the enabled fields as necessary.
- 3 Click **Save** to save any changes and close the Create/Modify window.

Add a container type

- 1 On the Container Type Editor window, click **Create Record**. The Create/Modify window is displayed.
- 2 In the Type and Description fields, enter the code and description for the container type.
- 3 In the Length, Width, and Height fields, enter the dimensions of the container.
- 4 In the Tare Weight field, enter the weight of the empty container.
- 5 In the Volume Type field, enter Unit or Cube to indicate the method used to determine whether a container is full.
- 6 If the Volume Type is Unit, enter the number of standard units that would fill a container in the Max Std Units field.
- 7 In the Max Weight field, enter the maximum weight that the container type can hold.
- 8 In the Unit Cost field, enter the cost per unit.
- 9 Click **Save** to save the changes and close the Create/Modify window.

Delete a container type

- 1 On the Container Type Editor window, select the container type that you want to delete.
- 2 Click **Delete Record**.
- 3 When prompted to delete the record, click **Yes**.

Exit the Container Type Editor window

- Click the exit  button to close the window.

Maintain outbound containers

- **Navigate:** From the main menu, select Support Functions > DC Setup > Outbound Container Editor. The current outbound container types are displayed in the Outbound Container Editor window.

[illegible]

Outbound Container Editor window

Edit an outbound container type

- 1 On the Outbound Container Editor window, double-click the container type that you want to edit. The Create/Modify window is displayed.


CONTAINER TYPE: PALLET
 OWNER: ALL
 COLLATERAL WGT: 1.0
 DUNNAGE WGT: 2.0
 MIN DUNNAGE: 1.0
 IN SERVICE: Y

Save Exit/Cancel

Create/Modify window

- 2 Edit the enabled fields as necessary.
- 3 Click **Save** to save any changes and close the Create/Modify window.

Add an outbound container type

- 1 On the Outbound Container Editor window, click **Create Record**. The Create/Modify window is displayed.
- 2 In the Container Type field, enter the ID of a container type, or click the LOV  button and select the container type.
- 3 In the Owner field, enter the name of an owner if applicable. Otherwise, enter ALL.
- 4 In the Collateral Wgt field, enter the weight of advertisements, flyers, or other such materials that are expected to be included in the container.
- 5 In the Dunnage Wgt field, enter the weight of the packing materials.
- 6 In the Min Dunnage Wgt field, enter the least amount of dunnage expected.
- 7 In the In Service field, enter Y (Yes) to place the outbound container type in service. Otherwise, enter N (No).
- 8 Click **Save** to save the changes and close the Create/Modify window.

Delete a container type

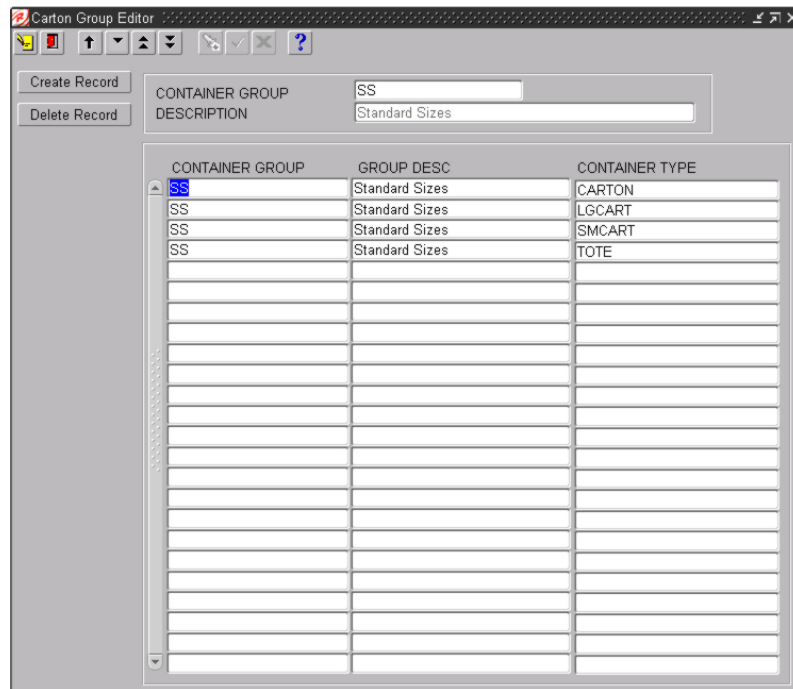
- 1 On the Outbound Container Editor window, select the outbound container type that you want to delete.
- 2 Click **Delete Record**.
- 3 When prompted to delete the record, click **Yes**.

Exit the Outbound Container Editor window

- Click the exit  button to close the window.


Maintain carton groups

- **Navigate:** From the main menu, select Support Functions > DC Setup > Carton Group Editor. The Carton Group Editor window is displayed.







Carton Group Editor window

Display all carton groups

- Click the execute query  button.

Display a carton group

- 1 If any carton groups are currently displayed, click the clear  button.
- 2 Click the enter query  button.
- 3 In the Container Group query field, enter the code for the carton group, or click the LOV  button and select carton group.
- 4 Click the execute query  button. The container types in the selected carton group are displayed.

Edit a carton group


- 1 On the Carton Group Editor window, double-click the carton group that you want to edit. The Create/Modify window is displayed.

*Create/Modify window*

- 2 Edit the container type as necessary.
- 3 Click **Save** to save any changes and close the Create/Modify window.

Add a carton group

You can also use this procedure to add another container type to an existing carton group.

- 1 On the Carton Group Editor window, click **Create Record**. The Create/Modify window is displayed.
- 2 In the Container Group and Group Desc fields, enter a code and description for the carton group.
- 3 In the Container Type field, enter the code of the container type that you want to associate with the carton group, or click the LOV  button and select the container type.
- 4 Click **Save** to save the changes and close the Create/Modify window.

Delete a carton group

You can also use this procedure to delete a container type from a carton group.

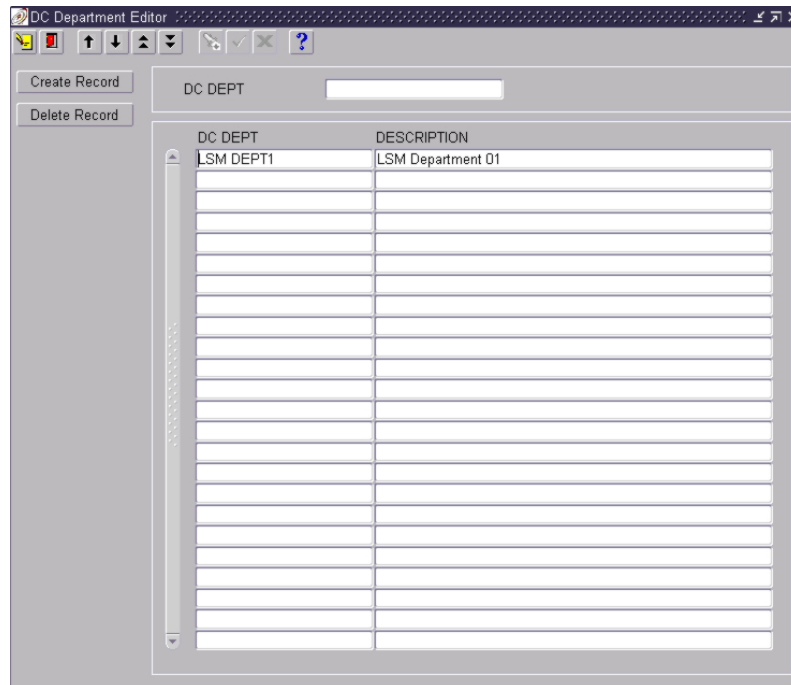
- 1 On the Carton Group Editor window, select the container group/container type record that you want to delete.
- 2 Click **Delete Record**.
- 3 When prompted to delete the record, click **Yes**.

Exit the Carton Group Editor window

- Click the exit  button to close the window.


Maintain DC departments

- ➔ **Navigate:** From the main menu, select Support Functions > DC Setup > DC Department Editor. The DC Department Editor window is displayed.







DC Department Editor window

Display all departments

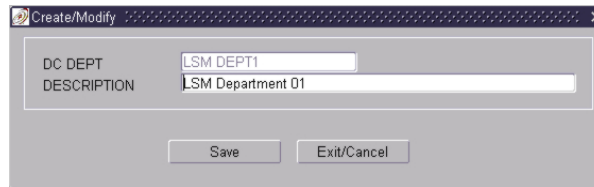
- Click the execute query  button.

Display a department

- If any departments are currently displayed, click the clear  button.
- Click the enter query  button.
- In the DC Department query field, enter the name of the department, or click the LOV  button and select the department.
- Click the execute query  button. The department that matches the search criterion is displayed.

Edit a department

- 1 On the DC Department Editor window, double-click the department that you want to edit. The Create/Modify window is displayed.

*Create/Modify window*

- 2 Edit the description as necessary.
- 3 Click **Save** to save any changes and close the Create/Modify window.

Add a department

- 1 On the DC Department Editor window, click **Create Record**. The Create/Modify window is displayed.
- 2 In the DC Dept and Description fields, enter a name and description for the department.
- 3 Click **Save** to save the changes and close the Create/Modify window.

Delete a department

- 1 On the DC Department Editor window, select the department that you want to delete.
- 2 Click **Delete Record**.
- 3 When prompted to delete the record, click **Yes**.

Exit the DC Department Editor window

- Click the exit  button to close the window.

Maintain regions

- **Navigate:** From the main menu, select Support Functions > DC Setup > Region Editor. The current regions are displayed in the Region Editor window.

[illegible]

Report Editor window

Edit a region

- 1 On the Region Editor window, double-click the region that you want to edit. The Create/Modify window is displayed.

REGION: PALLET

DESCRIPTION: Pallet Storage


ENTRY LOCATION: STAGE002

Buttons: Save, Exit/Cancel





Create/Modify window

- 2 Edit the description and entry location as necessary.
- 3 Click **Save** to save any changes and close the Create/Modify window.

Display all location types

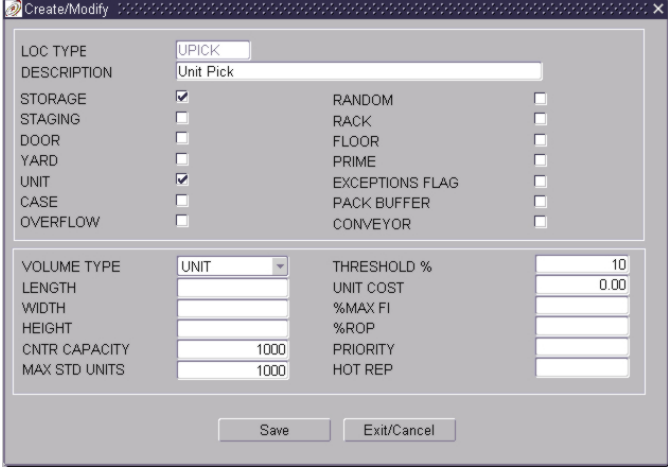
- Click the execute query  button.

Display a location type

- If any location types are currently displayed, click the clear  button.
- Click the enter query  button.
- In the Loc Type query field, enter the name of the location type, or click the LOV  button and select the location type.
- Click the execute query  button. The location type that matches the search criterion is displayed.

Edit a location type

- On the Location Type Editor window, double-click the location type that you want to edit. The Create/Modify window is displayed.



The screenshot shows the 'Create/Modify' window for a location type. It contains several input fields and checkboxes. The 'LOC TYPE' field is set to 'UPICK'. The 'DESCRIPTION' field is 'Unit Pick'. There are two columns of checkboxes: the left column has 'STORAGE' checked, 'UNIT' checked, and 'OVERFLOW' unchecked; the right column has 'RANDOM', 'RACK', 'FLOOR', 'PRIME', 'EXCEPTIONS FLAG', 'PACK BUFFER', and 'CONVEYOR' all unchecked. Below these are fields for 'VOLUME TYPE' (set to 'UNIT'), 'LENGTH', 'WIDTH', 'HEIGHT', 'CNTR CAPACITY' (set to 1000), and 'MAX STD UNITS' (set to 1000). To the right of these are 'THRESHOLD %' (set to 10), 'UNIT COST' (set to 0.00), '%MAX FI', '%ROP', 'PRIORITY', and 'HOT REP'. At the bottom are 'Save' and 'Exit/Cancel' buttons.

Create/Modify window

- Edit the physical characteristics as necessary.
- Click **Save** to save any changes and close the Create/Modify window.

Add a location type

- 1 On the Location Type Editor window, click **Create Record**. The Create/Modify window is displayed.
- 2 In the Loc Type and Description fields, enter a name and description for the location type.
- 3 Select the check box next to each physical characteristic that applies to the location type.
- 4 In the Volume Type field, enter either Cube or Unit as the determining factor for space availability.
 - If Unit, enter the maximum number of standard units in the Max Std Units field.
 - If Cube, enter the length, width, and height in the appropriate fields.
- 5 In the Cntr Capacity field, enter the number of containers that fit at the location type.
- 6 In the Threshold % field, enter the maximum utilization percentage. When utilization falls below the threshold, the location will appear on the Space Utilization report.
- 7 In the Unit Cost field, enter the cost of storage per unit.
- 8 In the % Max Fill and % ROP fields, enter the percentages for 1) filling locations beyond the baseline capacity and 2) triggering reorders. These pertain to unit pick locations that are set up as auto-slottable.
- 9 In the Priority (% Priority ROP Task) field, enter the percentage of capacity at which replenishment tasks become a higher priority. This pertains to unit pick locations.
- 10 In the Hot Rep (% Hot Replenishment) field, enter the percentage of capacity at which to trigger hot replenishment requests. This pertains to unit pick locations that are set up as auto-slottable.
- 11 Click **Save** to save the changes and close the Create/Modify window.

Delete a location type

- 1 On the Location Type Editor window, select the location type that you want to delete.
- 2 Click **Delete Record**.
- 3 When prompted to delete the record, click **Yes**.

Exit the Location Type Editor window

- Click the exit  button to close the window.

Maintain location attributes






- ➔ **Navigate:** From the main menu, select Support Functions > DC Setup > Location Attribute Editor. The Location Attribute Editor window is displayed.

LOCATION ID	ATTRIBUTE	ATTRIBUTE VALUE	ATTRIBUTE TYPE	ATTRIBUTE TYPE DESC	ACTIVITY CODE
1A014LTC0102	TOPOFF	Y	430	TOPOFF	
1A014LTC0103	TOPOFF	Y	430	TOPOFF	
1A014LTC0104	TOPOFF	Y	430	TOPOFF	
1A014LTC0202	CLEANUP	Y	600	Cleanup	
1A014LTC0202	CONSOL	Y	601	Consolidate	
1A014LTC0202	TOPOFF	Y	430	TOPOFF	
1A015LTC0203	CLEANUP	Y	600	Cleanup	
1A015LTC0203	CONSOL	Y	601	Consolidate	
1A015LTC0203	TOPOFF	Y	430	TOPOFF	
1A015LTC0204	TOPOFF	Y	430	TOPOFF	
1A017LTC0101	OVERFLOW	Overflow is Yes	400	Overflow	
1A017LTC0105	TOPOFF	Y	430	TOPOFF	
FPL01	CLEANUP	Y	600	Cleanup	
FPL01	CONSOL	Y	601	Consolidate	
FPL02	CLEANUP	Y	600	Cleanup	
FPL02	CONSOL	Y	601	Consolidate	
FPL02	OVERFLOW	Overflow is Yes	400	Overflow	
FPL03	CLEANUP	Y	600	Cleanup	
FPL03	CONSOL	Y	601	Consolidate	
FPL04	CLEANUP	Y	600	Cleanup	
FPL04	CONSOL	Y	601	Consolidate	
FPL05	CLEANUP	Y	600	Cleanup	
FPL05	CONSOL	Y	601	Consolidate	

Location Attribute Editor window

Note: You can also access this window from the Location Editor window.

Display location attributes

- 1 If location attributes are currently displayed, click the clear  button.
- 2 Click the enter query  button.
- 3 To search for a specific location, enter the location ID in the Location ID query field, or click the LOV  button and select a location.
To search for all locations of the same type, enter the ID of the location type in the Loc Type query field, or click the LOV  button and select a location type.
- 4 Click the execute query  button. The attributes associated with the selected location or locations are displayed.


Edit a location attribute

- 1 On the Location Attribute Editor window, double-click the location attribute that you want to edit. The Create/Modify window is displayed.
- 2 Select or clear the Attribute Enabled check box as necessary.
- 3 Click **Save** to save any changes and close the Create/Modify window.

Assign an attribute to a location

- 1 On the Location Attribute Editor window, click **Create Record**. The Create/Modify window is displayed.

Create/Modify window

- 2 In the Attribute field, enter the ID of the attribute that you want to associate with the current location, or click the LOV  button and select the attribute.


the ID of the location in the Location ID field on the Create/Modify window.

- 3 To make the location attribute available to users, select the Attribute Enabled check box.
- 4 Click **Save** to save the changes and close the Create/Modify window.

Assign an attribute to multiple locations

- 1 On the Location Attribute Editor window, click **Create Loc Type**. The Create/Modify window is displayed.

Create/Modify window

- 2 In the Attribute field, enter the ID of the attribute that you want to associate with the current location type, or click the LOV  button and select the attribute.

If no location type was identified on the Location Attribute Editor window, enter the ID of the location type in the Location Type field on the Create/Modify window.

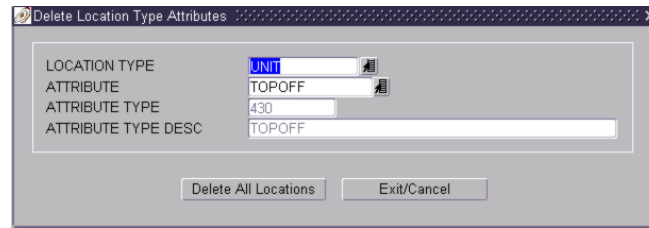
- 3 To make the location attribute available to users, select the Attribute Enabled check box.
- 4 Click **Save** to save the changes and close the Create/Modify window.



Delete an attribute for a location

- 1 On the Location Attribute Editor window, select the location attribute that you want to delete.
- 2 Click **Delete Record**.
- 3 When prompted to delete the record, click **Yes**.

Delete an attribute for multiple locations

- 1 On the Location Attribute Editor window, click **Delete Loc Type**. The Delete Location Type Attributes window is displayed.

*Delete Location Type Attributes window*

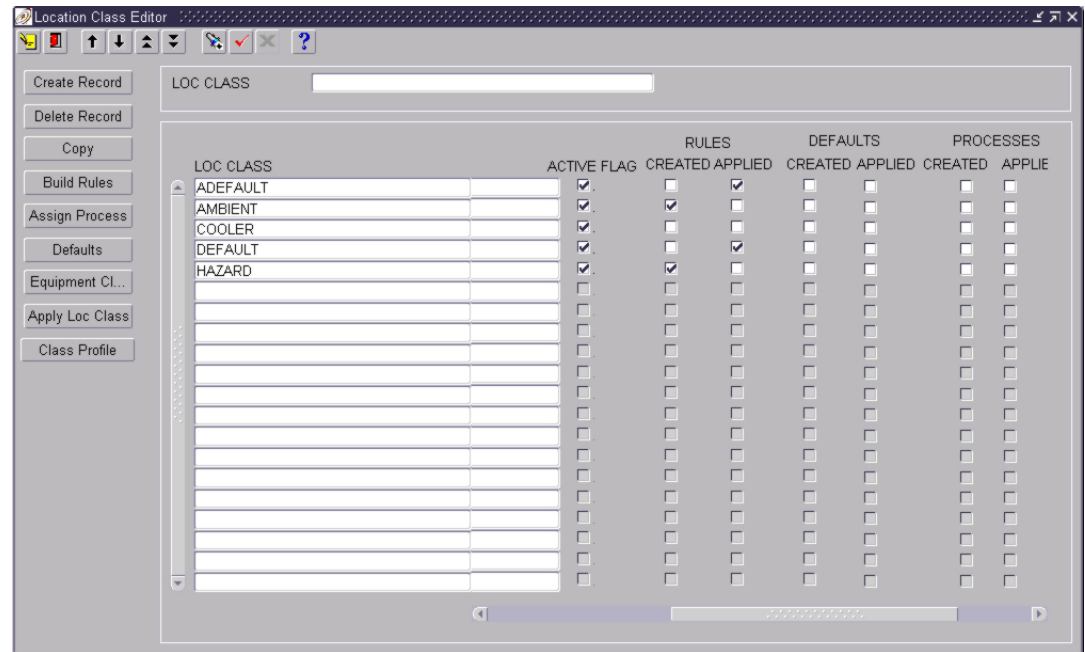
- 2 In the Location Type field, enter the ID of the location type, or click the LOV  button and select the location type.
- 3 In the Attribute field, enter the code for an attribute, or click the LOV  button and select the attribute.
- 4 Click **Delete All Locations**. The attribute is deleted from all locations of the selected type.

Exit the Location Attribute Editor window

- Click the exit  button to close the window.


Maintain location classes

- **Navigate:** From the main menu, select Support Functions > DC Setup > Location Class Editor. The Location Class Editor window is displayed.







Location Class Editor window

Display all location classes

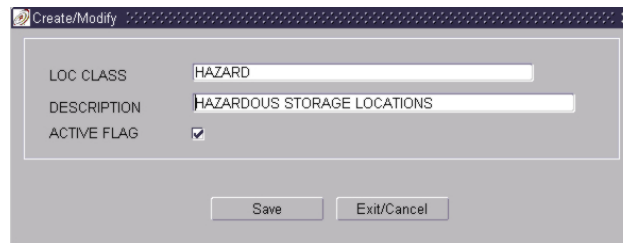
- Click the execute query  button.

Display a location class

- If any location classes are currently displayed, click the clear  button.
- Click the enter query  button.
- In the Loc Class query field, enter the name of the location class, or click the LOV  button and select the location class.
- Click the execute query  button. The location class that matches the search criterion is displayed.

Edit a location class

- 1 On the Location Class Editor window, double-click the location class that you want to edit. The Create/Modify window is displayed.

*Create/Modify window*

Note: You cannot edit a location class if the system indicator is selected.

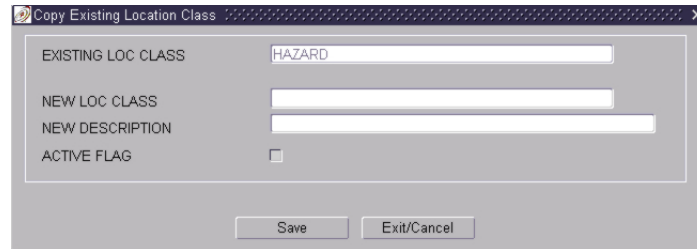
- 2 Edit the description and active status of the location class as necessary.
- 3 Click **Save** to save any changes and close the Create/Modify window.
- 4 Edit the following as necessary:
 - Build rules
 - Default characteristics
 - Processes
 - Equipment classes

Add a location class

- 1 On the Location Class Editor window, click **Create Record**. The Create/Modify window is displayed.
- 2 In the Loc Class and Description fields, enter the name and description for the location class.
- 3 To indicate whether the location class should be made available for use, select or clear the Active Flag check box.
- 4 Click **Save** to save any changes and close the Create/Modify window.
- 5 Set up the following as necessary:
 - Build rules
 - Default characteristics
 - Processes
 - Equipment classes

Copy a location class

- 1 On the Location Class Editor window, select the location class that you want to copy.
- 2 Click **Copy**. The Copy Existing Location Class window is displayed.

*Copy Existing Location Class window*

- 3 In the New Loc Class and New Description fields, enter a name and description for the location class that you want to create.
- 4 Click **Save** to copy the selected location class and close the Copy Existing Location Class window.
- 5 Edit the following as necessary:
 - Build rules
 - Default characteristics
 - Processes
 - Equipment classes

Delete a location class

- 1 On the Location Class Editor window, select the location class that you want to delete.

Note: You cannot delete a location class if the system indicator is selected or if any build rules, defaults, processes, or equipment classes have been assigned to the location class.

- 2 Click **Delete Record**.
- 3 When prompted to delete the record, click **Yes**.


Exit the Location Class Editor window

- Click the exit  button to close the window.

Build location class rules

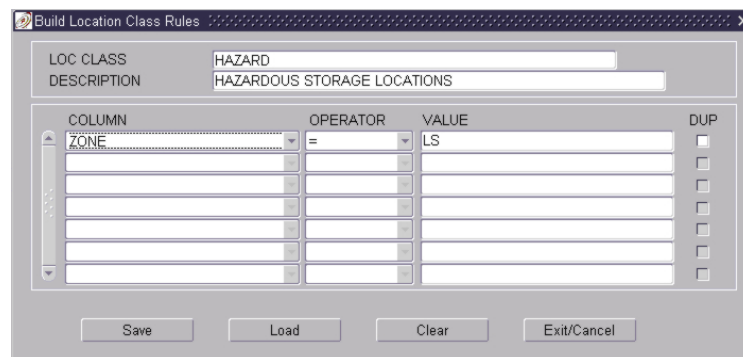
- ➡ **Navigate:** From the main menu, select Support Functions > DC Setup > Location Class Editor. The Location Class Editor window is displayed.

Display all location classes

- Click the execute query  button.

Build the rules for a location class

- On the Location Class Editor window, select the location class that you want to edit.
- Click **Build Rules**. The Build Location Class Rules window is displayed.



COLUMN	OPERATOR	VALUE	DUP
ZONE	=	LS	<input type="checkbox"/>
			<input type="checkbox"/>
			<input type="checkbox"/>
			<input type="checkbox"/>
			<input type="checkbox"/>

Save Load Clear Exit/Cancel

Build Location Class Rules window

- Define the rules for selecting the members of the location class:
 - In the Column fields, select the limiting factors.
 - In the Operator fields, select the relational operators.
 - In the Value fields, enter the values of the limiting factors.

- [illegible]

Load Location Class Rules window

- Note:** To view the rules for a location class, double-click the desired location class. The rules are displayed in the Location Class Rules View Only window.

Location Class Rules VIEW ONLY

LOC CLASS: HAZARD

DESCRIPTION: HAZARDOUS STORAGE LOCATIONS

COLUMN	OPERATOR	VALUE
ZONE	=	LS

Exit/Cancel

Location Class Rules View Only window

- c Click **Load/Append** to add the rules to any existing rules, or click **Load/Overwrite** to replace any existing rules with the selected rules. You are returned to the Build Location Class Rules window.
- d If by appending the rules any duplicates occur, the Dup check box is selected next to the duplicate. Select the duplicate rule and click **Clear** to remove it.

- 5 Click **Save** to save the rules and close the Build Location Class Rules window.


Exit the Location Class Editor window

- Click the exit  button to close the window.

Assign location class defaults

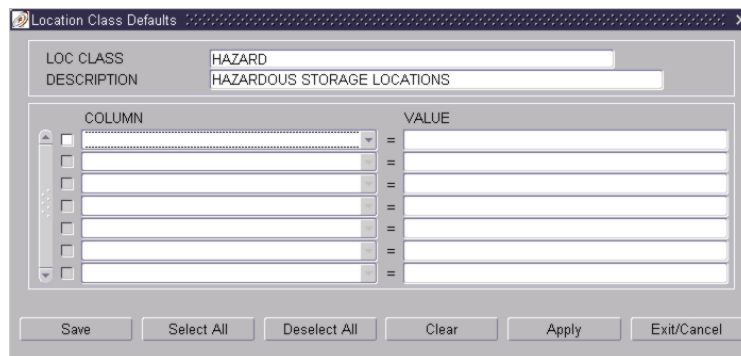
- **Navigate:** From the main menu, select Support Functions > DC Setup > Location Class Editor. The Location Class Editor window is displayed.

Display all location classes

- Click the execute query  button.

Assign defaults

- 1 On the Location Class Editor window, select the location class that you want to edit.
- 2 Click **Defaults**. The Location Class Defaults window is displayed.



Location Class Defaults window

- 3 To add a default:
 - a In the Column field, select the desired characteristic from the drop-down list.
 - b In the Value field, enter the values of the characteristic.
- 4 To remove a default:
 - a Select the desired characteristic.
 - b Click **Clear**. The record is removed from the table.
- 5 [Optional] To apply the defaults to the locations that are currently assigned to the location class, click **Apply**.
- 6 Click **Save** to save the defaults and close the Location Class Defaults window.


Exit the Location Class Editor window

- Click the exit  button to close the window.

Assign location class processes

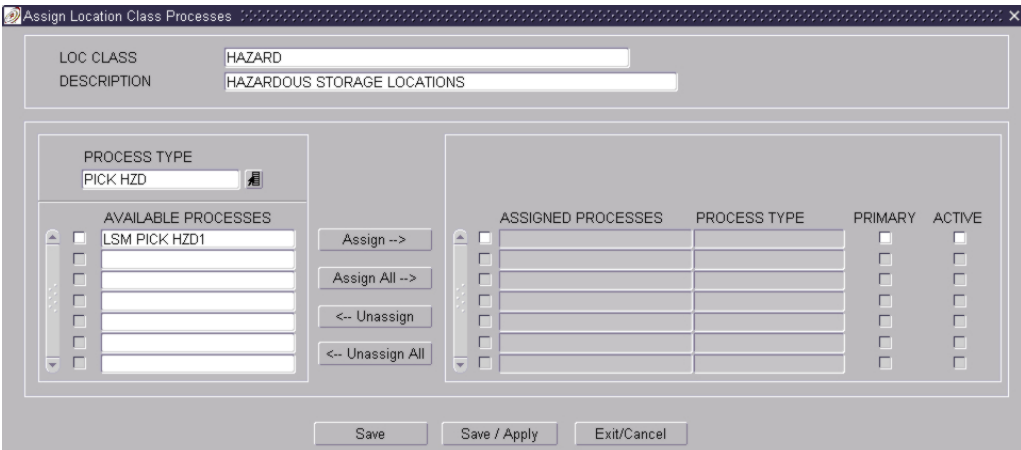
- Navigate:** From the main menu, select Support Functions > DC Setup > Location Class Editor. The Location Class Editor window is displayed.

Display all location classes


- Click the execute query  button.

Assign processes

- On the Location Class Editor window, select the location class that you want to edit.
- Click **Assign Process**. The Assign Location Class Processes window is displayed.



Assign Location Class Processes window

- [Optional] To filter the processes listed in the Available Processes table, enter the name of a process type in the Process Type field, or click the LOV  button and select the process type.
- To assign processes:
 - Select the check box next to the desired processes on the Available Processes table.
 - Click **Assign**. The selected processes are moved to the Assigned Processes table.
- To remove assigned processes:
 - Select the check box next to the desired processes on the Assigned Processes table.
 - Click **Unassign**. The selected processes are moved to the Available Processes table.

- 6 To make the assigned processes available to users, select the Active check box next the appropriate processes.
- 7 A location class may have multiple processes. Select the Primary check box next to the assigned processes which are considered to be the primary processes.
- 8 [Optional] To apply the processes to the locations that are currently assigned to the location class, click **Save/Apply**.
- 9 Click **Save** to save any changes and close the Assign Location Class Processes window.

Note: In the Assign Location Class Processes window, you can 1) click **Assign All** to move all processes to the Assigned Processes table or 2) click **Unassign All** to move all processes to the Available Processes table. All processes are moved whether or not the check boxes are selected.


Exit the Location Class Editor window

- Click the exit  button to close the window.

Assign location class equipment classes

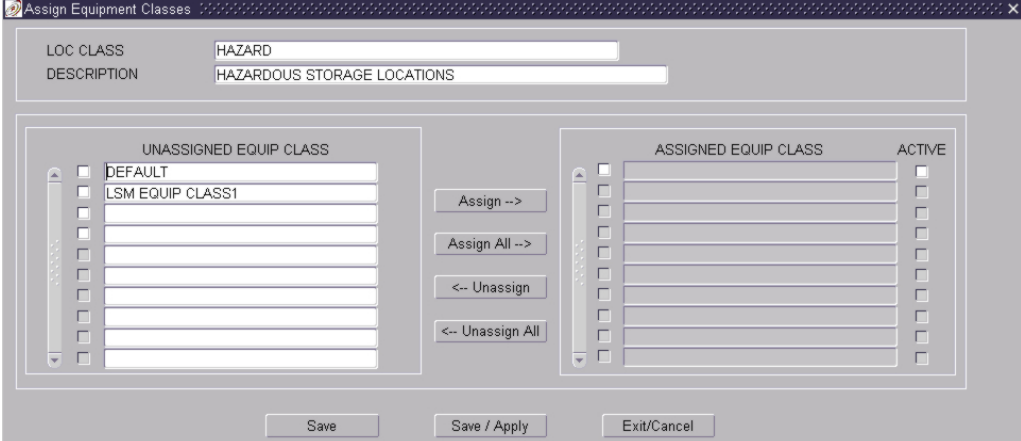
- **Navigate:** From the main menu, select Support Functions > DC Setup > Location Class Editor. The Location Class Editor window is displayed.

Display all location classes

- Click the execute query  button.

Assign equipment classes

- 1 On the Location Class Editor window, select the location class that you want to edit.
- 2 Click **Equipment Cl**. The Assign Equipment Classes window is displayed.



The screenshot shows the 'Assign Equipment Classes' window. At the top, there are two text boxes: 'LOC CLASS' with the value 'HAZARD' and 'DESCRIPTION' with the value 'HAZARDOUS STORAGE LOCATIONS'. Below these are two main panels. The left panel, titled 'UNASSIGNED EQUIP CLASS', contains a list of equipment classes with checkboxes: 'DEFAULT' (checked), 'LSM EQUIP CLASS1', and several empty rows. The right panel, titled 'ASSIGNED EQUIP CLASS', contains a similar list with checkboxes, and an additional 'ACTIVE' column with checkboxes. Between the panels are four buttons: 'Assign -->', 'Assign All -->', '<-- Unassign', and '<-- Unassign All'. At the bottom of the window are three buttons: 'Save', 'Save / Apply', and 'Exit/Cancel'.

Assign Equipment Classes window

- 3 To assign equipment classes:
 - a Select the check box next to the desired equipment classes on the Unassigned Equip Class table.
 - b Click **Assign**. The selected equipment classes are moved to the Assigned Equip Class table.
- 4 To remove assigned equipment classes:
 - a Select the check box next to the desired equipment classes on the Assigned Equip Class table.
 - b Click **Unassign**. The selected equipment classes are moved to the Unassigned Equip Class table.
- 5 To make the assigned equipment classes available to users, select the Active check box next to the appropriate equipment classes.
- 6 [Optional] To apply the equipment classes to all locations that are currently assigned to the location class, click **Save/Apply**.
- 7 Click **Save** to save any changes and close the Assign Equipment Classes window.

Note: In the Assign Equipment Classes window, you can 1) click **Assign All** to move all equipment classes to the Assigned Equip Class table or 2) click **Unassign All** to move all equipment classes to the Unassigned Equip Class table. All equipment classes are moved whether or not the check boxes are selected.

Exit the Location Class Editor window

- Click the exit  button to close the window.

Maintain locations


- **Navigate:** From the main menu, select Support Functions > DC Setup > Location Table Editor. The Location Editor window is displayed.

LOCATION ID	LOC CLASS	LOC TYPE	ZONE	STATUS	CYCLE COUNT	PUTAWAY SEQ	PICK SEQ	LOG
110200000101		UPICK	01	HOLD	MM	99999999	99999999	
110200000102		UPICK	01	HOLD	NO	99999999	99999999	
110210000101		UPICK	01	HOLD	NO	99999999	99999999	
110210000102		UPICK	01	HOLD	NO	99999999	99999999	
110220000101		UPICK	01	HOLD	NO	99999999	99999999	
110220000102		UPICK	01	HOLD	NO	99999999	99999999	
110230000101		UPICK	01	HOLD	NO	99999999	99999999	
110230000102		UPICK	01	HOLD	NO	99999999	99999999	
110240000101		UPICK	01	HOLD	NO	99999999	99999999	
110240000102		UPICK	01	HOLD	NO	99999999	99999999	
110250000101		UPICK	01	HOLD	NO	99999999	99999999	
110250000102		UPICK	01	HOLD	NO	99999999	99999999	
110260000101		UPICK	01	HOLD	NO	99999999	99999999	
110260000102		UPICK	01	HOLD	NO	99999999	99999999	
110270000101		UPICK	01	HOLD	NO	99999999	99999999	
110270000102		UPICK	01	HOLD	NO	99999999	99999999	
110280000101		UPICK	01	HOLD	NO	99999999	99999999	
110280000102		UPICK	01	HOLD	NO	99999999	99999999	
110290000101		UPICK	01	HOLD	NO	99999999	99999999	
110290000102		UPICK	01	HOLD	NO	99999999	99999999	
110300000101		UPICK	01	HOLD	NO	99999999	99999999	
110300000102		UPICK	01	HOLD	NO	99999999	99999999	




Location Editor window

Note: You can also access this window from the Location Type Editor window.

Display all locations

- To display all locations, click the execute query  button.

Display a subset of locations

- If any locations are currently displayed, click the clear  button.
- Click the enter query  button.
- Enter criteria in the Location, Loc Type, or Zone query fields.
- Click the execute query  button. The locations that match the criteria are displayed.

Edit one or multiple locations

- 1 On the Location Editor window, double-click the location that you want to edit. The Create/Modify window is displayed.

Create/Modify window


- 2 To apply the edits to multiple locations, enter the last location ID in a series in the End Location field.
- 3 Edit the enabled fields as necessary.
- 4 Click **Save** to save any changes and close the Create/Modify window.

Change the status of locations in a zone

Locations are put on hold to temporarily divert the flow of putaway merchandise to other zones.

- 1 On the Location Editor window, click **Hold**. The Hold window is displayed.

Hold window

- 2 In the Zone field, enter the ID of the affected zone, or click the LOV  button and select the zone.
- 3 Click **Toggle**. If the status of the locations was OK, it becomes Hold. If the status was Hold, it becomes OK.

Add one or multiple locations

- 1 On the Location Editor window, click **Create Record**. The Create/Modify window is displayed.
- 2 In the Location ID field, enter the ID of the location. (For multiple locations, enter the first ID in a series.)
- 3 In the Loc Class, Type, and Zone fields, enter the names of the location class, location type, and pick/distribution zone that you want to associate the location with.
- 4 To add multiple locations, enter the last location ID in a series in the End Location field.
- 5 In the Status field, edit the status of the location if other than OK.
- 6 In the Cycle Count field, enter No or Yes to indicate whether the location or locations should be marked for cycle counts.
- 7 In the Putaway Seq and Pick Seq fields, enter the sequence number for putaway and pick purposes. (For multiple locations, enter the first sequence number in a series.)


Note: If the sequence number is not unique, then the priority is by sequence number and location ID.

- 8 When adding multiple locations, enter the last sequence number in a series in the End Putaway Seq and End Pick Seq fields.
- 9 In the X, Y, and Z Coordinate fields, enter the coordinates of the location.
- 10 Click **Save** to save the changes and close the Create/Modify window.

Assign processes

- 1 On the Location Editor window, select the location that you want to edit.
- 2 Click **Assign Proces**. The Assign Processes to Location window is displayed.

Assign Processes to Location window


- 3 [Optional] To filter the processes listed in the Available Processes table, enter the name of a process type in the Process Type field, or click the LOV  button and select the process type.
- 4 To assign processes:
 - a Select the check box next to the desired processes on the Available Processes table.
 - b Click **Assign**. The selected processes are moved to the Assigned Processes table.
- 5 To remove assigned processes:
 - a Select the check box next to the desired processes on the Assigned Processes table.
 - b Click **Unassign**. The selected processes are moved to the Available Processes table.
- 6 To make the assigned processes available to users, select the Active check box next the appropriate processes.
- 7 Click **Save** to save any changes and close the Assign Processes to Location window.

Note: In the Assign Processes to Location window, you can 1) click **Assign All** to move all processes to the Assigned Processes table or 2) click **Unassign All** to move all processes to the Available Processes table. All processes are moved whether or not the check boxes are selected.

Assign equipment classes

- 1 On the Location Editor window, select the location that you want to edit.
- 2 Click **Equipment Class**. The Assign Equipment Classes to Location window is displayed.

Assign Equipment Classes to Location window

- 3 [Optional] To filter the equipment classes listed in the Available Equip Class table, enter the name of a equipment class in the Equipment Class field, or click the LOV  button and select the equipment class.
- 4 To assign equipment classes:
 - a Select the check box next to the desired equipment classes on the Available Equip Class table.
 - b Click **Assign**. The selected processes are moved to the Assigned Equip Class table.
- 5 To remove assigned equipment classes:
 - a Select the check box next to the desired equipment classes on the Assigned Equip Class table.
 - b Click **Unassign**. The selected equipment classes are moved to the Available Equip Class table.
- 6 Click **Save** to save any changes and close the Assign Equipment Classes to Location window.

Note: In the Assign Equipment Classes to Location window, you can 1) click **Assign All** to move all equipment classes to the Assigned Equip Class table or 2) click **Unassign All** to move all equipment classes to the Available Equip Class table. All equipment classes are moved whether or not the check boxes are selected.

Delete a location

- 1 On the Location Editor window, select the location that you want to delete.

Note: You cannot delete a location if any processes or equipment classes have been assigned to the location class.

- 2 Click **Delete Record**.
- 3 When prompted to delete the record, click **Yes**.

Exit the Location Editor window

- Click the exit  button to close the window.

Maintain forward pick locations





- **Navigate:** From the main menu, select Support Functions > DC Setup > Forward Picking Location Editor. The Forward Pick Location Editor window is displayed.

[illegible]

Forward Pick Location Editor (Unit) window

Note: You can also access this window from the Location Editor window and the Task Maintenance window. On the Location Editor window, the Location Type must pertain to unit picks or forward case picks. On the Task Maintenance window, the Activity must pertain to creating forward pick locations.

Display a forward pick location

- 1 If the details of a forward pick location are currently displayed, click the clear  button.
- 2 Select either the Unit or the Case option depending on whether you are searching for a forward unit pick or forward case pick location.
- 3 Click the enter query  button.
- 4 In the Location ID query field, enter the ID of the forward pick location, or click the LOV  button and select the location.
- 5 Click the execute query  button. The items associated with the selected location are displayed.

Edit an item in a forward pick location

- 1 On the Forward Pick Location Editor window, double-click the item that you want to edit. The Create/Modify window is displayed.
- 2 Edit the enabled fields.
- 3 Click **Save** to save any changes and close the Create/Modify window.


Mark a forward pick location for cycle count

- 1 On the Forward Pick Location Editor window, click **Mark**.
- 2 When prompted to confirm the operation, click **Yes**. The status of the Cycle Count changes to MM. This indicates that the location was manually marked for cycle counts.

Add an item to a forward pick location

- 1 On the Forward Pick Location Editor window, click **Create Record**. The Create/Modify window is displayed.

Create/Modify (Unit) window
Create/Modify (Case) window

- 2 In the Item ID field, enter the ID of the item, or click the LOV  button and select the item.
- 3 In the Capacity field, enter the capacity of the location measured in standard units.
- 4 In the Replen Qty field, enter the quantity at which replenishment is triggered.




Note: Reorder point replenishment must be enabled.

- 5 [Unit option] In the Unit Qty field, enter the number of standard units currently stocked at the location.
[Case option] In the Case Qty field, enter the number of cases currently stocked at the location.
- 6 [Case option] In the Casepack field, enter the number of standard units packed in a case.
- 7 If the location can be filled beyond capacity:
 - In the Overflow Pct field, enter the percentage over capacity allowed.
 - In the Overflow Amt field, enter the quantity over capacity allowed.

Note: The Overflow fields are available if the Overflow attribute has been assigned to the location.

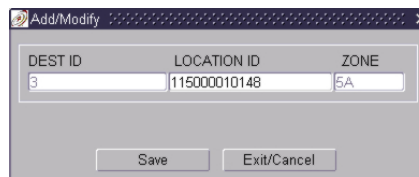
- 8 Click **Save** to save the changes and close the Create/Modify window.
- 9 Respond to any prompts that may appear.

Display PTS locations for a destination

- 1 If any destinations are currently displayed, click the clear  button.
- 2 Click the enter query  button.
- 3 In the Dest ID query field, enter the destination ID.
- 4 Click the execute query  button. The locations associated with the destination are displayed.

Edit a PTS location

- 1 On the Put to Store Location Setup window, double-click the location that you want to edit. The Add/Modify window is displayed.



DEST ID	LOCATION ID	ZONE
3	115000010148	5A

Save Exit/Cancel

Add/Modify window

- 2 Edit the location ID as necessary.
- 3 Click **Save** to save any changes and close the Add/Modify window.

Add a PTS location

- 1 On the Put to Store Location Setup window, click **Create Record**. The Add/Modify window is displayed.
- 2 In the Dest ID field, enter the ID of the destination (store).
- 3 In the Location field, enter the ID of the location.
- 4 Click **Save** to save the changes and close the Add/Modify window.


Delete a PTS location

- 1 On the Put to Store Location Setup window, select the location that you want to delete.
- 2 Click **Delete Record**.
- 3 When prompted to delete the record, click **Yes**.

Exit the Put to Store Location Setup window

- Click the exit  button to close the window.

Add a door

- 1 On the Door Editor window, click **Create Record**. The Create/Modify window is displayed.
- 2 In the Door field, enter the ID for the door.
- 3 In the Location ID field, enter the ID of the door's location, or click the LOV  button and select the location.
- 4 In the Recv Ship field, enter the code for the door's function. The function may be R (Receiving), S (Shipping), or X (Both).
- 5 In the Door Ind field, enter the code for the type of merchandise handled at the door. The type may be H (Hanging), F (Flat), S (Shoe), or A (All).
- 6 Click **Save** to save the changes and close the Create/Modify window.

Delete a door

- 1 On the Door Editor window, select the door that you want to delete.
- 2 Click **Delete Record**.
- 3 When prompted to delete the record, click **Yes**.

Exit the Door Editor window


- Click the exit  button to close the window.

Generate the Class Profile report

- ➔ **Navigate:** From the main menu, select Support Functions > Reports > Class Profile Report Request. The Item/Location Class Profile Report Request window is displayed.

Item/Location Class Profile Report Request window

Note: You can also access this window from the Location Class Editor, Location Editor, and Item Class Editor windows. The field names on this window vary depending on how you access the window.





- 1 Select either the Item Profile or Location Profile option depending on the type of profile that you want.
- 2 In the Level block select either the Class Level or Individual Level option to indicate the level of detail you want.
- 3 If you selected the Class Level option, enter the following in the Class block:
 - a In the Item Class (or Location Class) field, enter the name of the class, or click the LOV  button and select the Class.
 - b Indicate whether you want to include items (or locations) with exceptions, all items (or locations), or no items (or locations) on the report.
- 4 If you selected Individual ID level, enter the ID of the item (or location) in the Item ID (or Location ID) field.
- 5 Click **Print**. The report is sent to the default destination.

Apply location classes

- **Navigate:** From the main menu, select Support Functions > DC Setup > Apply Location Class. The Apply Location Class window is displayed.

Note: You can also access this window from the Location Class Editor and Location Editor windows.

Display locations by location class

- 1 If any locations or location classes are currently displayed, click the clear  button.
- 2 Click the enter query  button.
- 3 In the Loc Class query field, enter the name of the location class, or click the LOV  button and select the location class.
- 4 Click the execute query  button. The locations that match the build rules of or are assigned to the location class are displayed.

[illegible]

Apply Location Class (by Location Class) window

Assign locations to a location class

- 1 On the Apply Location Class window, click **Apply Class**. The Apply Location Class (Assign Locations) window is displayed.





Apply Location Class (Assign Locations) window

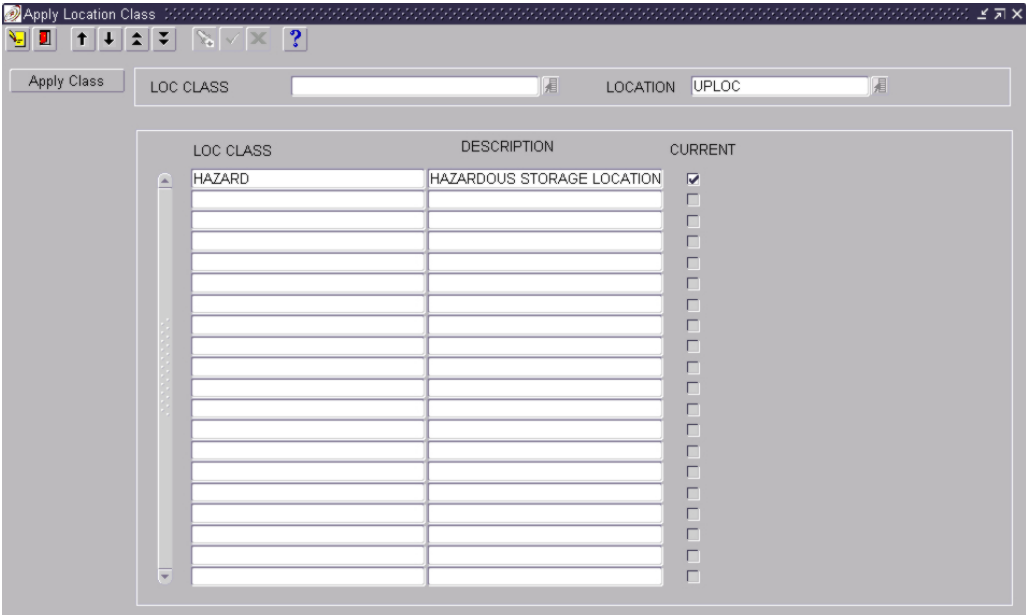
Note: The locations that are currently assigned to the location class are displayed in the Assigned Locations table. The remaining locations that match the build rules are displayed in the Available Locations table.

- 2 To assign locations:
 - a Select the check box next to the desired locations on the Available Locations table.
 - b Click **Assign**. The selected locations are moved to the Assigned Locations table.
- 3 To remove assigned locations:
 - a Select the check box next to the desired locations on the Assigned Locations table.
 - b Click **Unassign**. The selected locations are moved to the Available Locations table.
- 4 Click **Save/Apply** to save the changes and close the Apply Location Class (Assign Locations) window.

Note: In the Apply Location Class (Assign Locations) window, you can 1) click **Assign All** to move all locations to the Assigned Locations table or 2) click **Unassign All** to move all locations to the Available Locations table. All locations are moved whether or not the check boxes are selected.

Display location classes by location

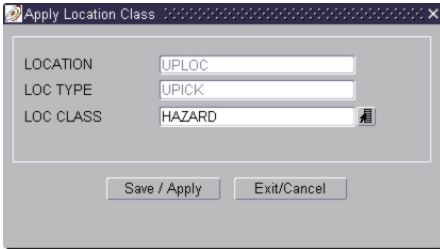
- 1 If any locations or location classes are currently displayed, click the clear  button.
- 2 Click the enter query  button.
- 3 In the Location query field, enter the ID of the location, or click the LOV  button and select the location.
- 4 Click the execute query  button. The location classes that match the selected location are displayed. The Current check box is selected next to the location class, if any, that is currently assigned to the location.



LOC CLASS	DESCRIPTION	CURRENT
HAZARD	HAZARDOUS STORAGE LOCATION	<input checked="" type="checkbox"/>
		<input type="checkbox"/>
		<input type="checkbox"/>
		<input type="checkbox"/>
		<input type="checkbox"/>
		<input type="checkbox"/>
		<input type="checkbox"/>
		<input type="checkbox"/>
		<input type="checkbox"/>
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		<input type="checkbox"/>
		<input type="checkbox"/>
		<input type="checkbox"/>
		<input type="checkbox"/>
		<input type="checkbox"/>
		<input type="checkbox"/>

*Apply Location Class (by Location) window***Assign a location class to a location**

- 1 On the Apply Location Class window, click **Apply Class**. The Apply Location Class (Assign Location Class) window is displayed.



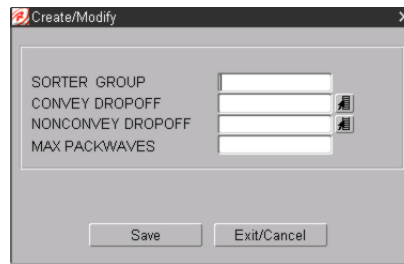
LOCATION	UPLOC
LOC TYPE	UPICK
LOC CLASS	HAZARD



Save / Apply Exit/Cancel

Apply Location Class (Assign Location Class) window

Add a sorter group

- 1 On the Sorter Group Editor window, click **Create Record**. The Create/Modify window is displayed.

*Create/Modify window*

- 2 In the Sorter Group field, enter a name for the group.
- 3 In the Convey Dropoff field, enter the ID of the location where conveyable merchandise should be dropped off, or click the LOV  button and select the location.
- 4 In the Nonconvey Dropoff field, enter the ID of the location where non-conveyable merchandise should be dropped off, or click the LOV  and select the location.
- 5 In the Max Packwaves field, enter the maximum number of pack waves to be distributed for each pick wave.
- 6 Click **Save** to save the changes and close the Create/Modify window.

Delete a sorter group

- 1 On the Sorter Group Editor window, select the sorter group that you want to delete.
- 2 Click **Delete Record**.
- 3 When prompted to delete the record, click **Yes**.

Exit the Sorter Group Editor window

- Click the exit  button to close the window.

Edit a unit pick system

- 1 On the Unit Pick System Editor window, double-click the UPS that you want to edit. The Create/Modify window is displayed.

The screenshot shows a 'Create/Modify' dialog box with the following fields and values:


Field	Value
UPS CODE	TLT
DESCRIPTION	3rd party tilt tray
ACTIVITY CODE	TLT
PACK WAVE SIZE	
SORTER_GROUP	
UPS SEQUENCE	
PRINT UNIT LABELS	
SEND DIRECTIVE	<input type="checkbox"/>
PTS	<input type="checkbox"/>

Buttons at the bottom: Save, Exit/Cancel.

Create/Modify window

- 2 Edit the enabled fields as necessary.
- 3 Click **Save** to save any changes and close the Create/Modify window.

Add a unit pick system

- 1 On the Unit Pick System Editor window, click **Create Record**. The Create/Modify window is displayed.
- 2 In the UPS Code and Description fields, enter a code and description for the UPS.
- 3 In the Activity Code field, enter the code of the activity performed by the UPS, or click the LOV  button and select the activity.
- 4 In the Pack Wave Size field, enter the number of groups that are permitted in a pack wave.
- 5 In the Sorter Group field, enter the sorter group if the UPS is a sorter system.
- 6 In the UPS Sequence field, enter the order in which this UPS should be accessed within its defined sorter group.
- 7 In the Print Unit Labels field, enter Y (Yes) or N (No) to indicate whether unit labels should be printed for each unit pick group.
- 8 In the PTS field, select the check box if the UPS is a put to store system.
- 9 Click **Save** to save the changes and close the Create/Modify window.

Edit a UPS chute

- 1 On the UPS Chute Editor window, double-click the chute that you want to edit. The Create/Modify window is displayed.

UPS CODE	TLT
LOGICAL CHUTE	1234567891
SEQ NBR	12345678
CHUTE TYPE	ALL123
BRAND	ALL
MAX CUBE	12345678.1234
MAX UNITS	12345678
MAX ORDERS	12345678
%FILL	100
%REG FILL	100
OUT SRVC	<input checked="" type="checkbox"/>

Save Exit/Cancel

Create/Modify window

- 2 Edit the enabled fields as necessary.
- 3 Click **Save** to save any changes and close the Create/Modify window.

Edit the status of a chute

- 1 On the UPS Chute Editor window, double-click the chute that you want to edit. The Create/Modify window is displayed.
- 2 To place a chute out of service, select the Out Srvc check box.
To place a chute in service, clear the Out Srvc check box.
- 3 Click **Save** to save any changes and close the Create/Modify window.

Add a UPS chute

- 1 On the UPS Chute Editor window, click **Create Record**. The Create/Modify window is displayed.
- 2 In the Logical Chute field, enter the name of the chute.
- 3 In the Seq Nbr field, enter the sequence in which the chute is to be filled in relation to other chutes in the sorter.
- 4 If you want to dedicate the chute to a specific brand, enter the brand name in the Brand field.
- 5 In the Max Cube, Max Units, and Max Orders fields, enter the maximum cubic, unit, and order capacities of the chute for one pack wave.
- 6 In the % Fill field, enter the percentage at which the chute is considered full for a pack wave.
- 7 In the % Reg Fill, enter the percentage of regular orders allowed in the chute. If the chute type is Regular, this percentage must equal the percentage in the % Fill field.
- 8 If you want to place the chute out of service, select the Out Srvc check box.
- 9 Click **Save** to save the changes and close the Create/Modify window.




Edit a UPS induct zone

- 1 On the Unit Pick Zone Editor window, double-click the induct zone that you want to edit. The Create/Modify window is displayed.

Create/Modify window

- 2 Edit the enabled fields as necessary.
- 3 Click **Save** to save any changes and close the Create/Modify window.

Add a UPS induct zone

- 1 On the Unit Pick Zone Editor window, click **Create Record**. The Create/Modify window is displayed.
- 2 In the Induct Zone and Description fields, enter the ID and description of the induct zone.
- 3 In the Dest ID field, enter the ID of the internal destination of the induct zone, or click the LOV  button and select the destination.
- 4 In the Pick Up Loc field, enter the ID of the pickup location, or click the LOV  button and select the location. The pickup location is the staging location where merchandise leaves the UPS induct zone.
- 5 In the Drop Off Loc field, enter the ID of the drop-off location, or click the LOV  button and select the location. The drop-off location is the staging location where merchandise enters the UPS induct zone.
- 6 If the UPS has a single induct zone, select the Single Zone Ind check box.
- 7 Click **Save** to save the changes and close the Create/Modify window.

Delete a UPS induct zone

- 1 On the Unit Pick Zone Editor window, select the UPS induct zone that you want to delete.
- 2 Click **Delete Record**.
- 3 When prompted to delete the record, click **Yes**.

Exit the Unit Pick Zone Editor window

- Click the exit  button to close the window.

Maintain UPS destinations

- ➔ **Navigate:** From the main menu, select Support Functions > DC Setup > Unit Pick System Editor. The Unit Pick System Editor window is displayed.

Display one or all unit pick systems. Select a UPS and click **Zone**. The induct zones for the selected UPS are displayed in the Unit Pick Zone Editor window.

Select an induct zone and click **Zone**. The destinations for the selected induct zone are displayed in the UPS Destination Zone Editor window.

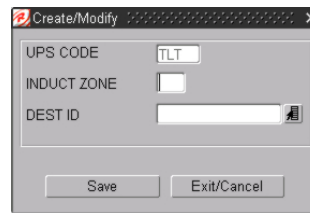
UPS Destination Zone Editor window


Edit a destination

- 1 On the UPS Destination Zone Editor window, double-click the destination that you want to edit. The Create/Modify window is displayed.
- 2 Edit the destination ID as necessary.
- 3 Click **Save** to save any changes and close the Create/Modify window.

Add a destination

- 1 On the UPS Destination Zone Editor window, click **Create Record**. The Create/Modify window is displayed.


Create/Modify window

- 2 In the Induct Zone field, enter the ID of the induct zone.
- 3 In the Dest ID field, enter the ID of the destination, or click the LOV  button and select the destination.
- 4 Click **Save** to save the changes and close the Create/Modify window.

Delete a destination

- 1 On the UPS Destination Zone Editor window, select the destination that you want to delete.
- 2 Click **Delete Record**.
- 3 When prompted to delete the record, click **Yes**.

Exit the UPS Destination Zone Editor window

- Click the exit  button to close the window.


- 4 To edit details of the plan:
 - a Select a plan and click **Plan Detail**. The details are displayed on the detail window.


[illegible]

Putaway Plan Editor (Detail) window

- b Double-click the detail line that you want to edit. The Create/Modify window is displayed.

Create/Modify

ZONE P1 

LOCATION TYPE PLSTOR 


PUTAWAY METHOD EMP

SEQUENCE 1




ACTIVE/RESERVE R

Save Exit/Cancel


Create/Modify window

- Click the **OK** button to save the changes.
- Edit the enabled fields as necessary.
- Click **Save** to save any changes and close the Create/Modify window.
- Click the exit  button to close the detail window.

Add a plan or plan details

- 1 On the Putaway Plan Editor window, click **Create Record**. The Create/Modify window is displayed.
- 2 In the Plan Name field, enter the name of the plan.
- 3 In the Description field, enter the description of the plan.
- 4 Click **Save** to save the changes and close the Create/Modify window.
- 5 To add details to the plan:
 - a Select a plan and click **Plan Detail**. The detail window is displayed.
 - b Click **Create Record**. The Create/Modify window is displayed.
 - c In the Zone field, enter the ID of the zone, or click the LOV  button and select the zone.
 - d In the Location Type field, enter the code for the location type, or click the LOV  button and select the location type.
 - e In the Putaway Method field, enter the name of the appropriate method. The method may be: Putaway to empty location (EMP), Putaway to location with same item/case pack/lot (SAM), or Putaway to location with different item/case pack/lot (DIF).
 - f In the Active/Reserve field, indicate whether the plan is for reserve locations (R) or active picking locations (A). Enter A or R as necessary.
 - g Click **Save** to save the changes and close the Create/Modify window.
 - h Click the exit  button to close the detail window.

Delete a plan detail

- 1 On the Putaway Plan Editor window, select the plan that you want to edit.
- 2 Click **Plan Detail**. The details are displayed in the detail window.
- 3 Select the detail line that you want to delete.
- 4 Click **Delete Record**.
- 5 When prompted to delete the record, click **Yes**.
- 6 Click the exit  button to close the detail window.

Delete a plan

- 1 On the Putaway Plan Editor window, select the plan that you want to delete.
- 2 Click **Delete Record**.
- 3 When prompted to delete the record, click **Yes**.

Exit the Putaway Plan Editor window

- Click the exit  button to close the window.

Equipment/zone setup

Overview

The Equipment/Zone Setup module provides you with options for identifying and grouping the equipment used in the distribution center (DC). You can set up zones within the DC and restrict equipment classes to designated zones.

Once equipment classes are defined, you can assign them to activities, items, locations, processes, and zones. This information is used by RDM when calculating which tasks should be assigned to operators.

Business process

Equipment

Setting up equipment classes and equipment is optional in RDM. Equipment setup is required, however, if you intend to use XYZ functionality in the Retek Labor Management (RLM) product. To set up equipment:

- Define equipment classes. Indicate how many pallets and the maximum weight the equipment can tolerate. Provide the horizontal and vertical clearance, as well as the vertical reach of equipment associated with the equipment class.
- Identify each piece of equipment. Assign the equipment to an equipment class. The equipment inherits the characteristics of the equipment class to which it is assigned. Provide the horizontal and vertical speeds of the equipment. Indicate whether equipment operators must be certified.

Zones

Zones are used to group locations where putaway, distribution, and picking tasks take place. Zones that are used for distribution and picking tasks may be grouped into zone groups. To set up zones:

- Identify the zones. Select the appropriate characteristics for each zone.
- Define zone groups. Assign zones to each zone group in order of priority.

Equipment and zones

You can assign equipment classes to zones in order to restrict the use of equipment to specific zones.

Reports

There are no reports pertaining to equipment and zone setup.

Procedures


Maintain equipment classes

- **Navigate:** From the main menu, select Support Functions > Equipment Class Editor. The Equipment Class window is displayed.





[illegible]

Equipment Class window

Display all equipment classes

- Click the execute query  button.

Display an equipment class

- 1 If any equipment classes are currently displayed, click the clear  button.
- 2 Click the enter query  button.
- 3 In the Equipment Class query field, enter the name of the equipment class, or click the LOV  button and select the equipment class.
- 4 Click the execute query  button. The equipment class that matches the search criterion is displayed.

Edit an equipment class

- 1 On the Equipment Class window, double-click the equipment class that you want to edit. The Create/Modify window is displayed.

EQUIPMENT CLASS	LSM EQUIP CLASS1
DESCRIPTION	LSM Equipment Class 01
NBR OF PALLETS	12
MAX VERTICAL REACH	6.
MAX WEIGHT	500.
HORIZONTAL OVERHEAD	7.
VERTICAL OVERHEAD	12.

Save Exit/Cancel

Create/Modify window

- 2 Edit the description and measurements as necessary.
- 3 Click **Save** to save any changes and close the Create/Modify window.

Add an equipment class

- 1 On the Equipment Class window, click **Create Record**. The Create/Modify window is displayed.
- 2 In the Equipment Class and Description fields, enter a name and description for the equipment class.
- 3 In the Nbr of Pallets field, enter the maximum number of pallets that the equipment is designed to handle.
- 4 In the Max Vertical Reach field, enter the maximum height the equipment can reach to.
- 5 In the Max Weight field, enter the maximum weight that the equipment is designed to carry.
- 6 In the Horizontal Overhead and Vertical Overhead fields, enter the horizontal and vertical clearance required by the equipment.
- 7 Click **Save** to save the changes and close the Add/Modify window.

Delete an equipment class

Note: You must delete any equipment assigned to an equipment class before you can delete the equipment class.

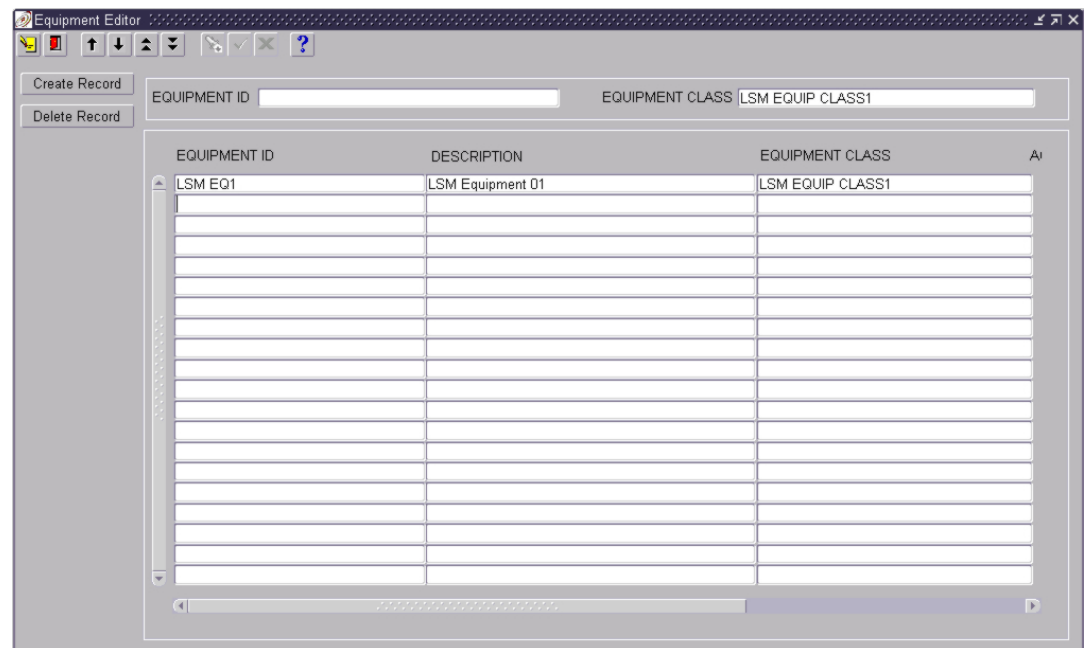
- 1 On the Equipment Class window, select the equipment class that you want to delete.
- 2 Click **Delete Record**.
- 3 When prompted to delete the record, click **Yes**.

Exit the Equipment Class window

- Click the exit button to close the window.

Maintain equipment


- **Navigate:** From the main menu, select Support Functions > Equipment/Zone Setup > Equipment Editor. The Equipment Editor window is displayed.








Equipment Editor window

Note: You can also access this window from the Equipment Class window.

Display all equipment

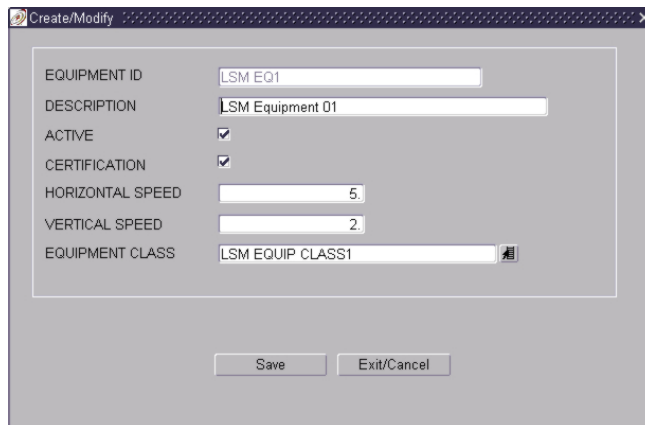
- Click the execute query  button.

Display a subset of the equipment

- 1 If any equipment IDs are currently displayed, click the clear  button.
- 2 Click the enter query  button.
- 3 To search equipment by ID, enter the ID in the Equipment ID query field, or click the LOV  button and select the equipment ID.
To search for equipment ids by equipment class, enter the name of the equipment class in the Equipment Class query field, or click the LOV  button and select the equipment class.
- 4 Click the execute query  button. The equipment IDs that match the search criterion are displayed.


Edit equipment

- 1 On the Equipment Editor window, double-click the piece of equipment that you want to edit. The Create/Modify window is displayed.


Create/Modify window

- 2 Edit the enabled fields as necessary.
- 3 Click **Save** to save any changes and close the Create/Modify window.

Add equipment

- 1 On the Equipment Editor window, click **Create Record**. The Create/Modify window is displayed.
- 2 In the Equipment ID and Description fields, enter an ID and description for the piece of equipment.
- 3 To make the equipment ID available to users, select the Active check box.
- 4 To indicate that an employee must be certified to use the equipment, select the Certification check box.
- 5 In the Horizontal Speed and Vertical Speed fields, enter the speed of the equipment when moving horizontally and vertically.
- 6 In the Equipment Class field, enter the name of the equipment class to which you want to assign the piece of equipment, or click the LOV  button and select the equipment class.
- 7 Click **Save** to save the changes and close the Create/Modify window.

Delete equipment

- 1 On the Equipment Editor window, select the piece of equipment that you want to delete.
- 2 Click **Delete Record**.
- 3 When prompted to delete the record, click **Yes**.

Exit the Equipment Editor window

- Click the exit  button to close the window.


Maintain zones

➔ **Navigate:** From the main menu, select Support Functions > Equipment/Zone Setup > Zone Editor. The Zone Editor window is displayed.






Zone Editor window

Note: You can also access this window from the Location Editor window.

Display all zones

- Click the execute query  button.

Display a subset of zones

- If any zones are currently displayed, click the clear  button.
- Click the enter query  button.
- To search for a single zone, enter the ID of the zone in the Zone query field, or click the LOV  button and select the zone.
To search for zones by zone group, enter the name of the zone group in the Zone Group query field, or click the LOV  button and select the zone group.
- Click the execute query  button. The zones that match the search criterion are displayed.

Edit a zone

- 1 On the Zone Editor window, double-click the zone that you want to edit. The Create/Modify window is displayed.

The screenshot shows the 'Create/Modify' window with the following fields and values:

Field	Value	Field	Value
ZONE	04	VALUE TYPE	PERCENT
DESCRIPTION	UNIT PICKING	CONVEY IN	
ZONE GROUP	LSM ZONE GRP1	CONVEY OUT	
PRIORITY	1	NONCONVEY IN	
# OF PALLETS/PICKER		CONVEY OUT	
GROUP CONFIG		MAX WEIGHT	
ROUND ROBIN	<input type="checkbox"/>	MAX CUBE	
SPREAD PICKS		MAX SUG WEIGHT	100.00
CONTAINER TYPE	CARTON	MAX SUG CUBE	100.00
UNIT PICK CONTAINER TYPE		OPTIMAL_WEIGHT	
UPS CODE		OPTIMAL CUBE	
CC PLAN		WEIGHT_TOLERANCE_PCT	10
REGION		CUBE_TOLERANCE_PCT	10
WORK AREA		DISTRIBUTION METHOD	EFFICIENCY
DC DEPT		ZONE GROUP SEQ NBR	1
		GROUP BY DEST	<input type="checkbox"/>

Buttons: Save, Exit/Cancel

Create/Modify window

- 2 Edit the enabled fields as necessary.
- 3 Click **Save** to save any changes and close the Create/Modify window.

Add a zone

- 1 On the Zone Editor window, click **Create Record**. The Create/Modify window is displayed.
- 2 In the Zone and Description fields, enter an ID and description for the zone.
- 3 Enter the desired characteristics of the zone.
- 4 Click **Save** to save the changes and close the Create/Modify window.

Delete a zone

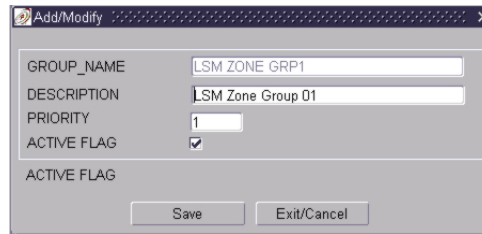
- 1 On the Zone Editor window, select the zone that you want to delete.
- 2 Click **Delete Record**.
- 3 When prompted to delete the record, click **Yes**.

Exit the Zone Editor window

- Click the exit  button to close the window.

Edit a zone group

- 1 On the Zone Group Editor window, double-click the zone group that you want to edit. The Add/Modify window is displayed.



The screenshot shows a dialog box titled "Add/Modify" with a close button (X) in the top right corner. Inside the dialog, there are four labeled text input fields: "GROUP_NAME" containing "LSM ZONE GRP1", "DESCRIPTION" containing "LSM Zone Group 01", "PRIORITY" containing "1", and "ACTIVE FLAG" which is a checked checkbox. Below these fields is another label "ACTIVE FLAG" without a corresponding input. At the bottom of the dialog are two buttons: "Save" and "Exit/Cancel".

Add/Modify window

- 2 Edit the description, priority level for picking, and active option as necessary.
- 3 Click **Save** to save any changes and close the Add/Modify window.

Add a zone group

- 1 On the Zone Group Editor window, click **Create Record**. The Add/Modify window is displayed.
- 2 In the Group Name and Description fields, enter a name and description for the zone group.
- 3 In the Priority field, enter the priority level of the zone group for picking activities.
- 4 To make the zone group available to users, select the Active Flag check box.
- 5 Click **Save** to save the changes and close the Add/Modify window.

Assign zones to a zone group

- 1 On the Zone Group Editor window, select the zone group that you want to edit.
- 2 Click **Assign Zones**. The Assign Zones window is displayed.

Assign Zones window

- 3 To assign zones:
 - a Select the check box next to the desired zones on the Available Zones table.
 - b Click **Assign**. The selected zones are moved to the Assigned Zones table.
- 4 To remove assigned zones:
 - a Select the check box next to the desired zones on the Assigned Zones table.
 - b Click **Unassign**. The selected zones are moved to the Available Zones table.
- 5 Click **Save** to save any changes and close the Assign Zones window.

Note: In the Assign Zones window, you can 1) click **Assign All** to move all zones to the Assigned Zones table or 2) click **Unassign All** to move all zones to the Available Zones table. All zones are moved whether or not the check boxes are selected.

Resequence the zones in a zone group

- 1 On the Zone Group Editor window, select the zone group that you want to edit.
- 2 Click **Assign Zones**. The available and assigned zones for the zone group are displayed in the Assign Zones window.
- 3 To resequence the assigned zones:
 - a Select the zone to be moved.
 - b To move the zone closer to the top of the list, click **Move Up**.
 - c To move the zone closer to the bottom of the list, click **Move Down**.
- 4 Click **Save** to save any changes and close the Assign Zones window.

Delete a zone group

- 1 On the Zone Group Editor window, select the zone group that you want to delete.

Note: You can not delete a zone group if any zones have been assigned to the zone group.

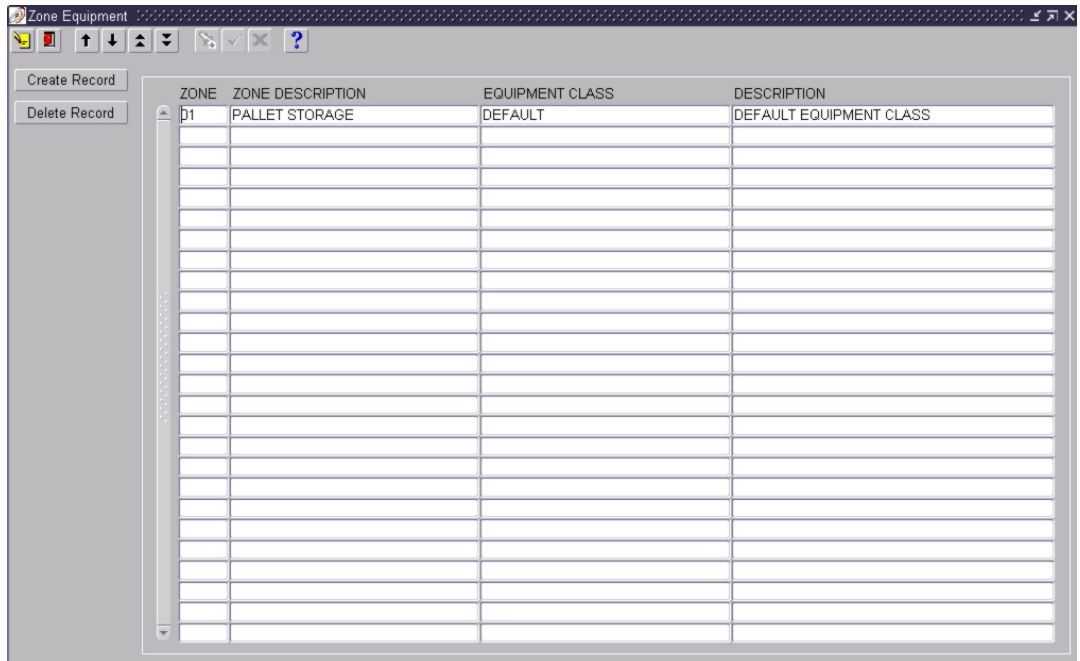
- 2 Click **Delete Record**.
- 3 When prompted to delete the record, click **Yes**.

Exit the Zone Group Editor window

- Click the exit  button to close the window.

Assign equipment classes to zones

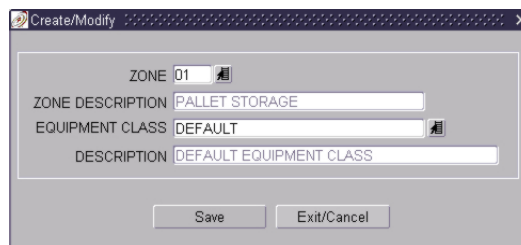
- ➡ **Navigate:** From the main menu, select Support Functions > Equipment/Zone Setup > Zone Equipment Editor. The current assignments are displayed in the Zone Equipment window.



Zone Equipment window

Edit an assignment



- 1 On the Zone Equipment window, double-click the assignment that you want to edit. The Create/Modify window is displayed.



Create/Modify window

- 2 Edit either the zone and equipment class as necessary.
- 3 Click **Save** to save any changes and close the Create/Modify window.

Add an assignment

- 1 On the Zone Equipment window, click **Create Record**. The Create/Modify window is displayed.
- 2 In the Zone field, enter the ID of the zone, or click the LOV  button and select the zone.
- 3 In the Equipment Class field, enter the name of the equipment class, or click the LOV  button and select the equipment class.
- 4 Click **Save** to save the changes and close the Create/Modify window.

Delete an assignment

- 1 On the Zone Equipment window, select the assignment that you want to delete.
- 2 Click **Delete Record**.
- 3 When prompted to delete the record, click **Yes**.

Exit the Zone Equipment window

- Click the exit  button to close the window.

Item setup

Overview

Items and many of the details pertaining to items are downloaded from the host system. At the DC, however, additional attributes and details may be required.

In the Item Setup module, you can maintain the details and attributes specific to material handling in the DC. You also have visibility to additional item details which cannot be edited in RDM.

If you have access to a warehouse optimization application, you can transmit SKU profiles to the application on demand. In return, the application recommends tasks for optimizing the SKU profiles.

Business process

The following types of tasks may be performed in the Item Setup module:

- 1 Define combinability codes and attributes:
 - **Combinability codes:** Combinability codes prevent the packaging of incompatible merchandise in the same carton. Create the combinability codes, identify the incompatible codes for each, define one or more attribute types for combinability codes, define attributes to correspond with each combinability code. Assign the attributes to items.
 - **Attributes:** Define attribute types. Select the combinability or carton group options, if applicable. Define attributes and associate them with attribute types. When applicable, assign WIP codes to attributes. Assign the attributes to items.
- 2 Indicate which item fields are owned by the host system and which are owned by the DC. Item fields owned by the DC are protected from updates sent by the host system. Conversely, item fields owned by the host system are protected from updates in RDM.
- 3 Set up default characteristics and attributes for items by department, class, subclass, or vendor style. When items are received from the host system or manually entered, they inherit the appropriate defaults.
- 4 Set up item classes. Item classes are used to group items with similar defaults, processes, and equipment classes. When an item class is assigned to an item, the item inherits the settings of the item class. If necessary, you can a) edit the defaults at the item level and b) edit the processes and equipment classes at the item configuration level.
- 5 Add or edit items. Although items are received from the host system, it is possible to manually add items. Details may be edited for items received from the host and for manually-created items. Edit the item configurations and the component items of kits as necessary.

- 6 Set up the vendor audit and quality audit percentages by vendor. The appropriate WIP codes are automatically assigned to inbound containers from the vendors. For each audit type, you can assign the following:
 - Frequency: Percentage of shipments to be audited.
 - Sampling: Percentage of each shipment to be audited.
- 7 View item and vendor details. You can view but not edit the following:
 - Diff groups, diffs, and item diffs.
 - Universal product codes (UPC) by item.
 - Multi-price ticketing by item.
 - Vendor addresses.

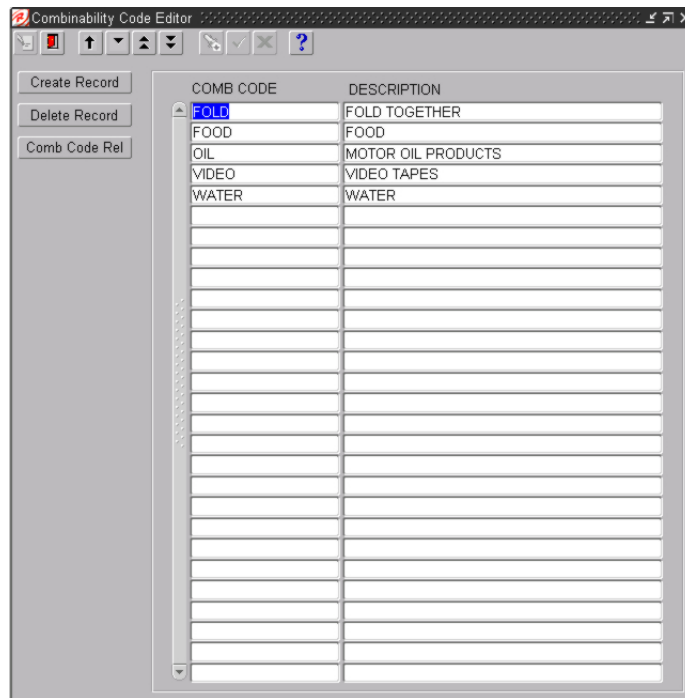
Reports

The Item Class Profile report lists all defaults, processes, and equipment classes assigned to a specified item class or item. At the item class level, you can choose to display all items that are members of the item class or only those members with exceptions.

Procedures

Maintain combinability codes

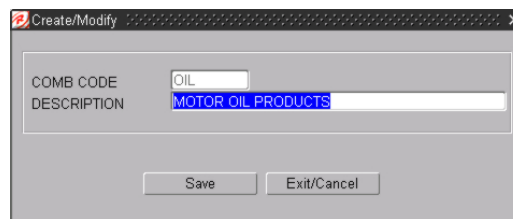
- ➔ **Navigate:** From the main menu, select Support Functions > Item Setup > Combinability Code Editor. The current combinability codes are displayed in the Combinability Code Editor window.



Combinability Code Editor window

Edit a combinability code

- 1 On the Combinability Code Editor window, double-click the combinability code that you want to edit. The Create/Modify window is displayed.

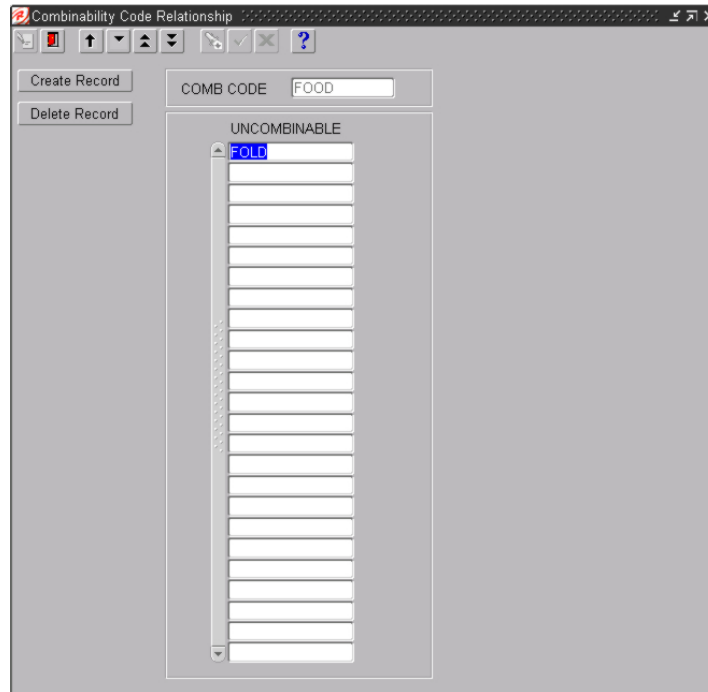


Create/Modify window

- 2 Edit the description as necessary.
- 3 Click **Save** to save any changes and close the Create/Modify window.


Maintain uncombinable codes


- 1 On the Combinability Code Editor window, select the combinability code that you want to edit.
- 2 Click **Comb Code Rel.** The Combinability Code Relationship window is displayed.

*Combinability Code Relationship window*

- 3 To add an uncombinable code:
 - a Click **Create Record**. The Create window is displayed.

*Create window*

- b In the Uncombinable field, enter the appropriate code, or click the LOV  button and select the code.
 - c Click **Save** to save the changes and close the Create window.

- 4 To delete an uncombinable code:
 - a Select the uncombinable code that you want to delete.
 - b Click **Delete Record**.
 - c When prompted to delete the record, click **Yes**.
- 5 Click the exit  button to close the Combinability Code Relationship window.

Add a combinability code

- 1 On the Combinability Code Editor window, click **Create Record**. The Create/Modify window is displayed.
- 2 In the Comb Code field, enter a combinability code.
- 3 In the Description field, enter a description for the combinability code.
- 4 Click **Save** to save the changes and close the Create/Modify window.

Delete a combinability code

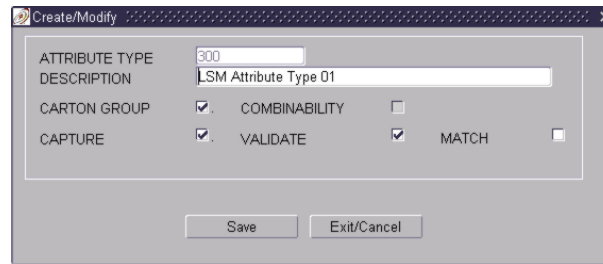
- 1 On the Combinability Code Editor window, select the combinability code that you want to delete.
- 2 Click **Delete Record**.
- 3 When prompted to delete the record, click **Yes**.

Exit the Combinability Code Editor window

- Click the exit  button to close the window.

Edit an attribute type

- 1 On the Attribute Type Editor window, double-click the attribute type that you want to edit. The Create/Modify window is displayed.

*Create/Modify window*

Note: You can not edit an attribute type if the system indicator equals Y (Yes).

- 2 Edit the description as necessary.
- 3 To associate the appropriate characteristics with the attribute type, select or clear the check boxes next to each characteristic.
- 4 Click **Save** to save any changes and close the Create/Modify window.

Add an attribute type

- 1 On the Attribute Type Editor window, click **Create Record**. The Create/Modify window is displayed.
- 2 In the Attribute Type and Description fields, enter an ID and description for the attribute type.
- 3 Select the Carton Group check box if the attribute type pertains to cartonization.
- 4 Select the Combinability check box if the attribute type pertains to combinability restrictions.
- 5 Select the check box next to the operations that you want to associate with the attribute type.
- 6 Click **Save** to save the changes and close the Create/Modify window.

Delete an attribute type

- 1 On the Attribute Type Editor window, select the attribute type that you want to delete.


Note: You can not delete an attribute type if the system indicator equals Y (Yes).

- 2 Click **Delete Record**.
- 3 When prompted to delete the record, click **Yes**.

Exit the Attribute Type Editor window

- Click the exit  button to close the window.

Add an attribute

- 1 On the Attribute Editor window, click **Create Record**. The Create/Modify window is displayed.
- 2 In the Attribute and Attribute Desc fields, enter an ID and description for the attribute.
- 3 In the Attribute Type field, enter the ID for the attribute type that you want to associate with the attribute, or click the LOV  button and select the attribute type.
- 4 Select the check box next to each class that want to make the attribute available for.
- 5 Click **Save** to save the changes and close the Create/Modify window.

Delete an attribute

- 1 On the Attribute Editor window, select the attribute that you want to delete.
- 2 Click **Delete Record**.
- 3 When prompted to delete the record, click **Yes**.

Exit the Attribute Editor window

- Click the exit  button to close the window.





Maintain attribute WIP codes

- ➔ **Navigate:** From the main menu, select Support Functions > Item Setup > Attribute WIP Editor. The Attribute WIP Editor window is displayed.

Attribute WIP Editor window

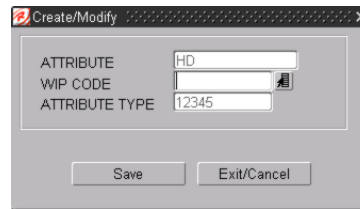
Note: You can also access this window from the Attribute Editor window and the Item Attribute Editor window.

Display attribute WIP codes


- 1 If an attribute is currently displayed, click the clear  button.
- 2 Click the enter query  button.
- 3 In the Attribute query field, enter the code for an attribute, or click the LOV  button and select an attribute.
- 4 Click the execute query  button. The WIP codes associated with the selected attribute are displayed.

Add a WIP code

- 1 On the Attribute WIP Editor window, click **Create Record**. The Create/Modify window is displayed.



Create/Modify window

- 2 In the WIP Code field, enter the desired WIP code, or click the LOV  button and select the WIP code.
- 3 Click **Save** to save the changes and close the Create/Modify window.

Delete a WIP code

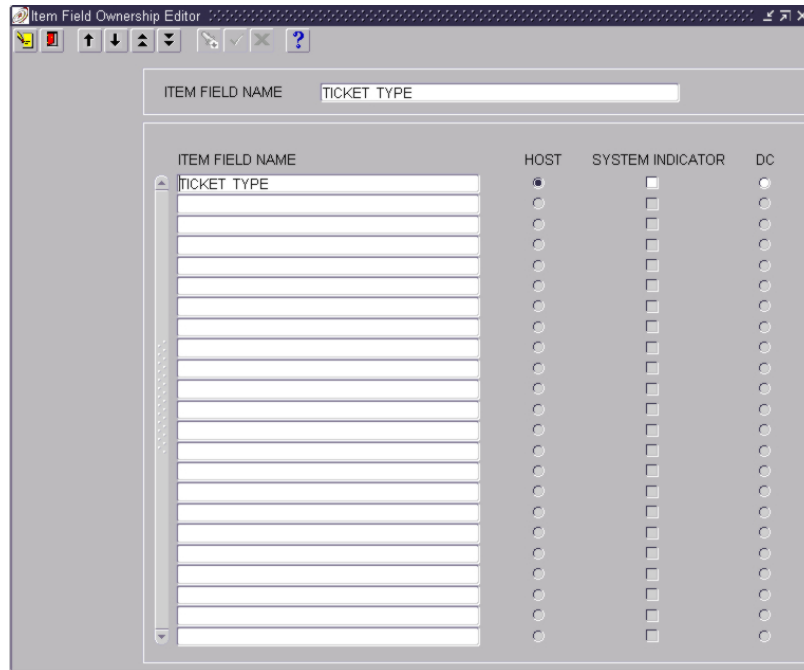
- 1 On the Attribute WIP Editor window, select the WIP code that you want to delete.
- 2 Click **Delete Record**.
- 3 When prompted to delete the record, click **Yes**.

Exit the Attribute WIP Editor window

- Click the exit  button to close the window.


Maintain item field ownership settings

- ➔ **Navigate:** From the main menu, select Support Functions > Item Setup > Item Field Ownership. The Item Field Ownership Editor window is displayed.







Item Field Ownership Editor window

Display all item fields

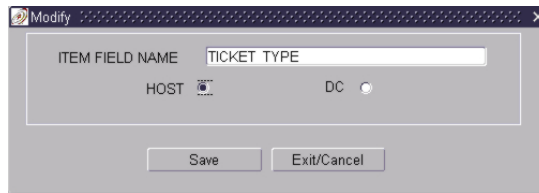
- Click the execute query  button.

Display an item field

- If any item fields are currently displayed, click the clear  button.
- Click the enter query  button.
- In the Item Field Name query field, enter the field name, or click the LOV  button and select the field.
- Click the execute query  button. The item field that matches the search criterion is displayed.

Edit ownership of an item field

- 1 On the Item Field Ownership Editor window, double-click the item field that you want to edit. The Modify window is displayed.



Modify window

Note: You cannot edit ownership of an item field if the system indicator is selected.

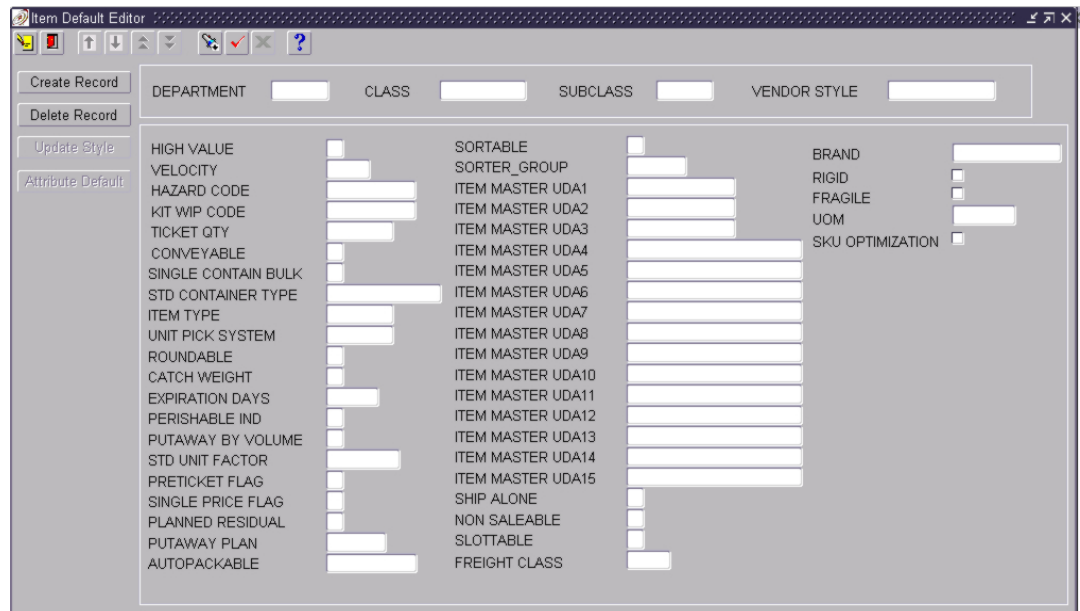
- 2 Indicate whether the item field should be owned by the host system or the distribution center (DC).
- 3 Click **Save** to save any changes and close the Modify window.

Exit the Item Field Ownership Editor window

- Click the exit  button to close the window.


Maintain item defaults

- ➔ **Navigate:** From the main menu, select Support Functions > Item Setup > Item Default Editor. The Item Default Editor window is displayed.




Item Default Editor window

Display item defaults

- 1 Click the enter  query button.
- 2 Enter search criteria in the Department, Class, Subclass, and Vendor Style query fields as necessary.

Note: You can choose to edit defaults at any one of the merchandise levels.

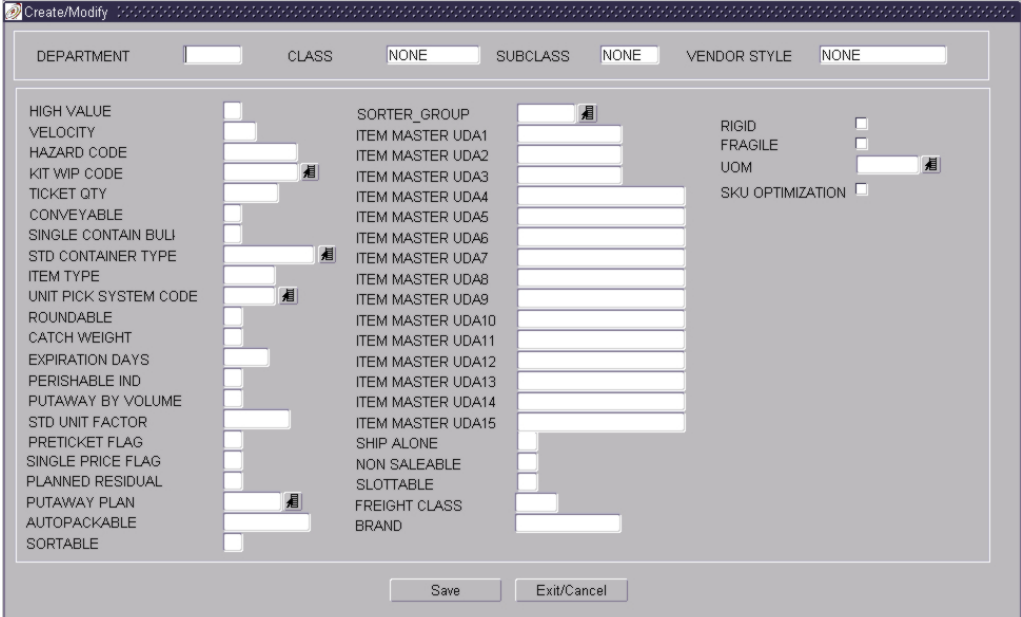
- 3 Click the execute  query button. The defaults for the selected merchandise level are displayed.

Edit item defaults

- 1 On the Item Default Editor window, double-click any detail field. The Create/Modify window is displayed.
- 2 Edit the enabled fields as necessary.
- 3 Click **Save** to save any changes and close the Create/Modify window.
- 4 If changes are made to defaults for a vendor style, click **Update Style**. The changes are applied to the items associated with the vendor style.

Add item defaults

- 1 On the Item Default Editor window, click **Create Record**. The Create/Modify window is displayed.



The screenshot shows the 'Create/Modify' window with the following fields and values:


DEPARTMENT	CLASS	SUBCLASS	VENDOR STYLE
	NONE	NONE	NONE

HIGH VALUE		SORTER_GROUP		RIGID	<input type="checkbox"/>
VELOCITY		ITEM MASTER UDA1		FRAGILE	<input type="checkbox"/>
HAZARD CODE		ITEM MASTER UDA2		UOM	
KIT WIP CODE		ITEM MASTER UDA3		SKU OPTIMIZATION	<input type="checkbox"/>
TICKET QTY		ITEM MASTER UDA4			
CONVEYABLE		ITEM MASTER UDA5			
SINGLE CONTAIN BUL		ITEM MASTER UDA6			
STD CONTAINER TYPE		ITEM MASTER UDA7			
ITEM TYPE		ITEM MASTER UDA8			
UNIT PICK SYSTEM CODE		ITEM MASTER UDA9			
ROUNDABLE		ITEM MASTER UDA10			
CATCH WEIGHT		ITEM MASTER UDA11			
EXPIRATION DAYS		ITEM MASTER UDA12			
PERISHABLE IND		ITEM MASTER UDA13			
PUTAWAY BY VOLUME		ITEM MASTER UDA14			
STD UNIT FACTOR		ITEM MASTER UDA15			
PRETICKET FLAG		SHIP ALONE			
SINGLE PRICE FLAG		NON SALEABLE			
PLANNED RESIDUAL		SLOTTABLE			
PUTAWAY PLAN		FREIGHT CLASS			
AUTOPACKABLE		BRAND			
SORTABLE					

Buttons: Save, Exit/Cancel

Create/Modify window

- 2 In the Department, Class, Subclass, and Vendor Style fields, enter the IDs for the merchandise levels that you want to set up.

- 3 Enter details in the required fields:
 - a Single Container Bulk: Enter Y (Yes) or N (No) to indicate whether the item is a single container bulk item.
 - b In the Unit Pick System Code field, enter the code for the unit pick system or click the LOV  button and select the unit pick system.
 - c In the Roundable field, enter Y (Yes) or N (No) to indicate that the quantity may be rounded to the nearest case when replenished.
 - d In the Catch Weight field, enter Y (Yes) or N (No) to indicate whether the item must be weighed upon receipt.
 - e In the Perishable Ind field, enter Y (Yes) or N (No) to indicate whether the item is perishable.
 - f In the Preticket Flag field, enter Y (Yes) or N (No) to indicate whether the item must ticketed upon receipt.
 - g In the Single Price Flag field, enter Y (Yes) or N (No) to indicate whether the item has a single currency ticket.
 - h In the Planned Residual field, enter Y (Yes) or N (No) to indicate whether the residuals are to be returned to stock.
- 4 Enter any additional details as necessary.
- 5 Click **Save** to save the changes and close the Create/Modify window. The changes are applied to all items within the selected merchandise hierarchy.
- 6 If changes are made to defaults for a vendor style, click **Update Style**. The changes are applied to the items associated with the vendor style.

Delete item defaults

- 1 On the Item Default Editor window, click **Delete Record**.
- 2 When prompted to delete the record, click **Yes**. The changes are applied to all items within the selected merchandise hierarchy.

Exit the Item Default Editor window

- Click the exit  button to close the window.

Maintain item attribute defaults

- ➔ **Navigate:** From the main menu, select Support Functions > Item Setup > Item Default Editor. The Item Default Editor window is displayed.

Display item defaults for the desired merchandise level. Click **Attribute Default**. The current item attribute defaults are displayed on the Attribute Default Editor window.

ATTRIBUTE TYPE	ATTRIBUTE TYPE DESC	ATTRIBUTE	DESCRIPTION
300	LSM Attribute Type 01	301	LSM Attribute 301

Attribute Default Editor window

Edit item attribute defaults

- 1 On the Attribute Default Editor window, double-click the item attribute that you want to edit. The Create/Modify window is displayed.

The screenshot shows a 'Create/Modify' dialog box with the following fields and values:


DEPARTMENT	1234
CLASS	NONE
SUBCLASS	NONE
VENDOR STYLE	NONE
ATTRIBUTE	301
DESCRIPTION	LSM Attribute 301
ATTRIBUTE TYPE	300
ATTRIBUTE VALUE	
CAPTURE	<input type="checkbox"/>
VALIDATE	<input type="checkbox"/>
MATCH	<input type="checkbox"/>
ATTRIBUTE ENABLED	Y
WIP SEQ NBR	1.000

At the bottom are 'Save' and 'Exit/Cancel' buttons.

Create/Modify window

- 2 Edit the WIP sequence as necessary.
- 3 Click **Save** to save any changes and close the Create/Modify window.

Assign item attribute defaults

- 1 On the Attribute Default Editor window, click **Create Record**. The Create/Modify window is displayed.
- 2 In the Attribute field, enter the ID of the item attribute that you want to associate with the current merchandise level, or click the LOV  button and select the attribute.
- 3 In the WIP Seq Nbr field, enter the sequence number that indicates in what order the item attribute should be processed.
- 4 Click **Save** to save the changes and close the Create/Modify window.

Delete item attribute defaults

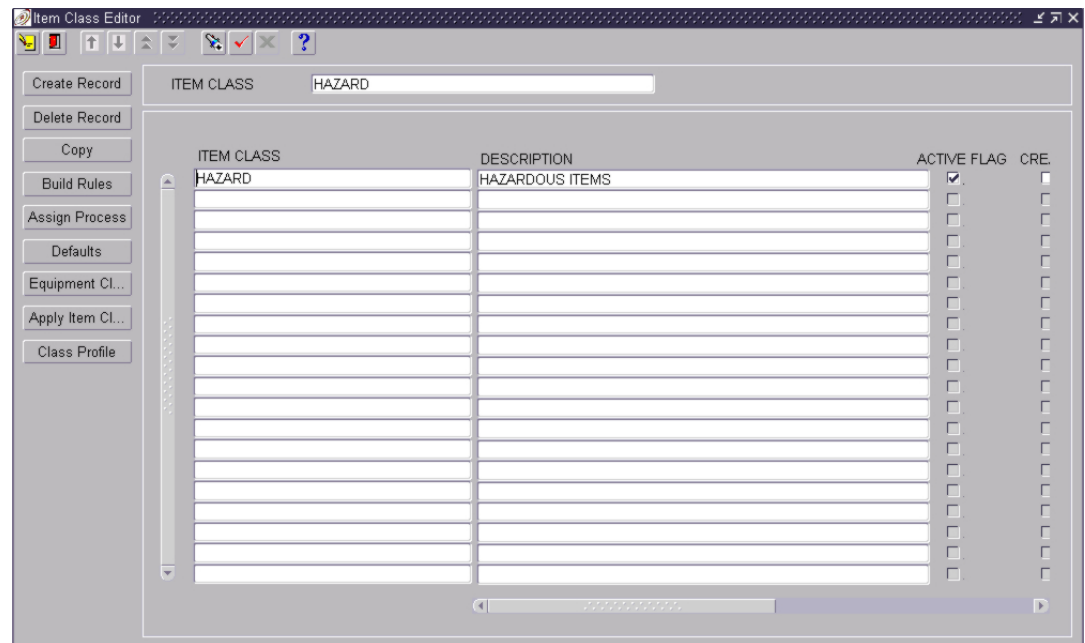
- 1 On the Attribute Default Editor window, select the item attribute that you want to delete.
- 2 Click **Delete Record**.
- 3 When prompted to delete the record, click **Yes**.

Exit the Attribute Default Editor window

- Click the exit  button to close the window.

Maintain item classes


➡ **Navigate:** From the main menu, select Support Functions > Item Setup > Item Class Editor. The Item Class Editor window is displayed.







Item Class Editor window

Note: This window is also accessible from the New Item Inquiry window.

Display all item classes

- Click the execute query  button.

Display an item class

- If any item classes are currently displayed, click the clear  button.
- Click the enter query  button.
- In the Item Class query field, enter the name of the item class, or click the LOV  button and select the item class.
- Click the execute query  button. The item class that matches the search criterion is displayed.

Edit an item class

- 1 On the Item Class Editor window, double-click the item class that you want to edit. The Create/Modify window is displayed.

ITEM CLASS	HAZARD
DESCRIPTION	HAZARDOUS ITEMS
PRIORITY	1
ACTIVE FLAG	<input checked="" type="checkbox"/>

Save Exit/Cancel

Create/Modify window

Note: You cannot edit an item class if the system indicator is selected.

- 2 Edit the description, priority, and active status of the item class as necessary.
- 3 Click **Save** to save any changes and close the Create/Modify window.
- 4 Edit the following as necessary:
 - Build rules
 - Default characteristics and attributes
 - Processes
 - Equipment classes

Add an item class

- 1 On the Item Class Editor window, click **Create Record**. The Create/Modify window is displayed.
- 2 In the Item Class and Description fields, enter a name and description for the item class.
- 3 In the Priority field, enter the order in which the item class should be applied to an item when more than one item class may be applied.
- 4 To indicate whether the item class should be made available for use, select or clear the Active Flag check box.
- 5 Click **Save** to save any changes and close the Create/Modify window.
- 6 Set up the following as necessary:
 - Build rules
 - Default characteristics and attributes
 - Processes
 - Equipment classes

Copy an item class

- 1 On the Item Class Editor window, select the item class that you want to copy.
- 2 Click **Copy**. The Copy Existing Item Class window is displayed.

Copy Existing Item Class window

- 3 In the New Item Class and New Description fields, enter an ID and description for the item class that you want to create.
- 4 Click **Save** to copy the selected item class and close the Copy Existing Item Class window.
- 5 Edit the following as necessary:
 - Build rules
 - Default characteristics and attributes
 - Processes
 - Equipment classes

Delete an item class

- 1 On the Item Class Editor window, select the item class that you want to delete.

Note: You cannot delete an item class if the system indicator is selected or if any build rules, defaults, processes, or equipment classes have been assigned to the item class.

- 2 Click **Delete Record**.
- 3 When prompted to delete the record, click **Yes**.

Exit the Item Class Editor window


- Click the exit  button to close the window.

Build item class rules

- ➔ **Navigate:** From the main menu, select Support Functions > Item Setup > Item Class Editor. The Item Class Editor window is displayed.

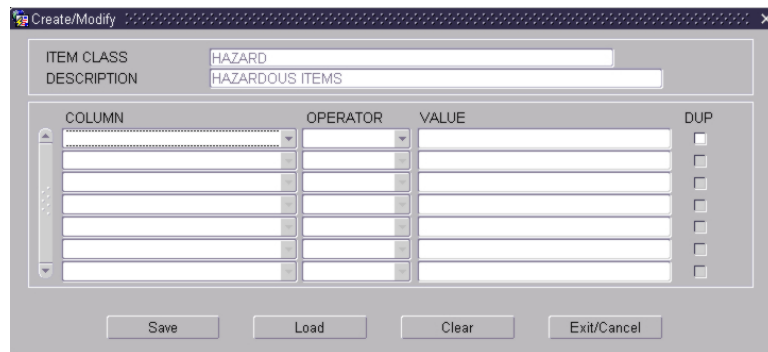
Note: This window is also accessible from the New Item Inquiry window.

Display all item classes

- Click the execute query  button.

Build rules for an item class

- On the Item Class Editor window, select the item class that you want to edit.
- Click **Build Rules**. The Create/Modify window is displayed.



COLUMN	OPERATOR	VALUE	DUP
			<input type="checkbox"/>
			<input type="checkbox"/>
			<input type="checkbox"/>
			<input type="checkbox"/>
			<input type="checkbox"/>

Create/Modify (Build Item Class Rules) window

- Define the rules for selecting the members of the item class:
 - In the Column fields, select the limiting factors.
 - In the Operator fields, select the relational operators.
 - In the Value fields, enter the values of the limiting factors.

- [illegible]

b Select the item class whose rules you want to copy.

- Note:** To view the rules for an item class, double-click the desired item class. The rules are displayed in the Item Class Rules View Only window.

Item Class Rules VIEW ONLY

ITEM CLASS	LSM ITEM CLASS	
DESCRIPTION	LSM ITEM CLASS 01	

COLUMN	OPERATOR	VALUE
↑ BRAND	=	BRAND X

Exit/Cancel

- c Click **Load/Append** to add the rules to any existing rules, or click **Load/Overwrite** to replace any existing rules with the selected rules. You are returned to the Create/Modify window.
- d If by appending the rules any duplicates occur, the Dup check box is selected next to the duplicate. Select the duplicate rule and click **Clear** to remove it.

- 5 Click **Save** to save the rules and close the Create/Modify window.

Exit the Item Class Editor window


- Click the exit  button to close the window.

Assign item class defaults

- **Navigate:** From the main menu, select Support Functions > Item Setup > Item Class Editor. The Item Class Editor window is displayed.

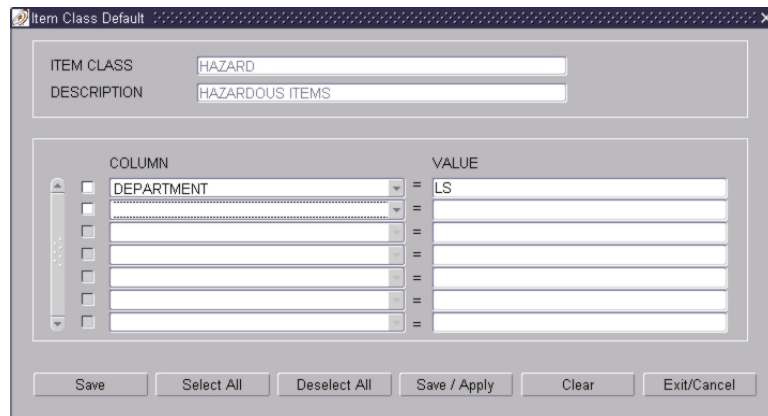
Note: This window is also accessible from the New Item Inquiry window.

Display all item classes

- Click the execute query  button.

Assign defaults

- On the Item Class Editor window, select the item class that you want to edit.
- Click **Defaults**. The Item Class Default window is displayed.



COLUMN	VALUE
DEPARTMENT	LS

Item Class Default window

- To add a default:
 - In the Column field, select the desired characteristic from the drop-down list.
 - In the Value field, enter the values of the characteristic.
- To remove a default:
 - Select the desired characteristic.
 - Click **Clear**. The record is removed from the table.
- [Optional] To apply the defaults to the items that are currently assigned to the item class, click **Save/Apply**.
- Click **Save** to save the defaults and close the Item Class Default window.

Exit the Item Class Editor window


- Click the exit  button to close the window.

Assign item class processes

- ➡ **Navigate:** From the main menu, select Support Functions > Item Setup > Item Class Editor. The Item Class Editor window is displayed.

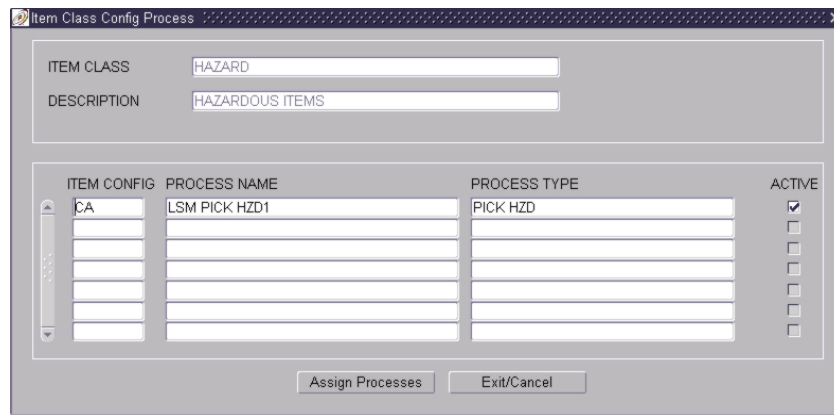
Note: This window is also accessible from the New Item Inquiry window.

Display all item classes

- Click the execute query  button.

Assign processes

- On the Item Class Editor window, select the item class that you want to edit.
- Click **Assign Process**. The current assignments are displayed on the Item Class Config Process window.

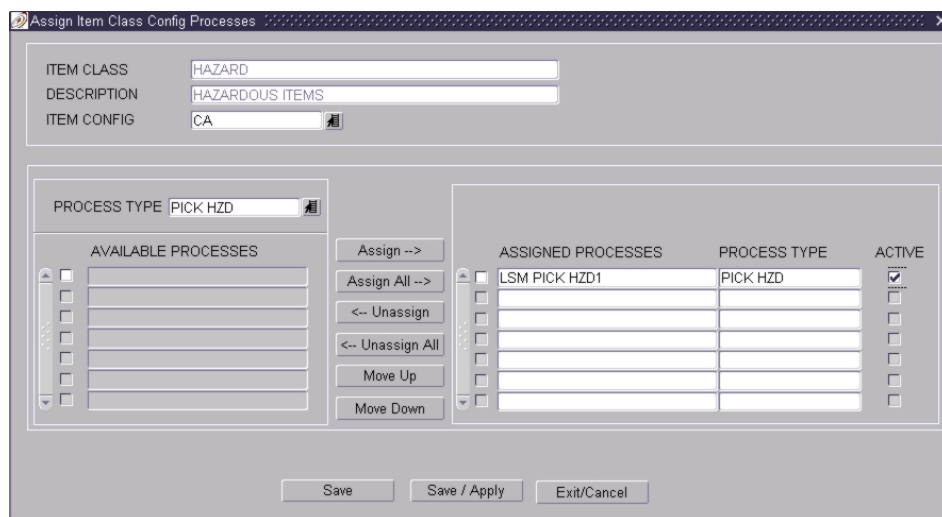


The 'Item Class Config Process' window displays the configuration for item class processes. It includes fields for 'ITEM CLASS' (HAZARD) and 'DESCRIPTION' (HAZARDOUS ITEMS). Below these is a table with columns: ITEM CONFIG, PROCESS NAME, PROCESS TYPE, and ACTIVE. The first row shows 'CA' for ITEM CONFIG, 'LSM PICK HZD1' for PROCESS NAME, 'PICK HZD' for PROCESS TYPE, and a checked 'ACTIVE' checkbox. At the bottom are 'Assign Processes' and 'Exit/Cancel' buttons.

ITEM CONFIG	PROCESS NAME	PROCESS TYPE	ACTIVE
CA	LSM PICK HZD1	PICK HZD	<input checked="" type="checkbox"/>
			<input type="checkbox"/>
			<input type="checkbox"/>
			<input type="checkbox"/>
			<input type="checkbox"/>
			<input type="checkbox"/>

Item Class Config Process window



- Click **Assign Processes**. The Assign Item Class Config Processes window is displayed.



The 'Assign Item Class Config Processes' window shows the assignment of processes to an item class. It includes fields for 'ITEM CLASS' (HAZARD), 'DESCRIPTION' (HAZARDOUS ITEMS), and 'ITEM CONFIG' (CA). Below these is a 'PROCESS TYPE' dropdown set to 'PICK HZD'. The window is divided into two main sections: 'AVAILABLE PROCESSES' on the left and 'ASSIGNED PROCESSES' on the right. The 'ASSIGNED PROCESSES' section shows a table with columns: ASSIGNED PROCESSES, PROCESS TYPE, and ACTIVE. The first row shows 'LSM PICK HZD1' for ASSIGNED PROCESSES, 'PICK HZD' for PROCESS TYPE, and a checked 'ACTIVE' checkbox. At the bottom are 'Save', 'Save / Apply', and 'Exit/Cancel' buttons.


ASSIGNED PROCESSES	PROCESS TYPE	ACTIVE
LSM PICK HZD1	PICK HZD	<input checked="" type="checkbox"/>
		<input type="checkbox"/>
		<input type="checkbox"/>
		<input type="checkbox"/>
		<input type="checkbox"/>

Assign Item Class Config Processes window

- 4 In the Item Config field, enter the ID of the item configuration that you want to edit, or click the LOV  button and select the item configuration. The available processes are displayed.
- 5 [Optional] To filter the processes listed in the Available Processes table, enter the name of a process type in the Process Type field, or click the LOV  button and select the process type.
- 6 To assign processes:
 - a Select the check box next to the desired processes on the Available Processes table.
 - b Click **Assign**. The selected processes are moved to the Assigned Processes table.
- 7 To remove assigned processes:
 - a Select the check box next to the desired processes on the Assigned Processes table.
 - b Click **Unassign**. The selected processes are moved to the Available Processes table.
- 8 To make the assigned processes available to users, select the Active check box next to the appropriate processes.
- 9 [Optional] To apply the processes to all items that are currently assigned to the item class, click **Save/Apply**.
- 10 Click **Save** to save any changes and close the Assign Item Class Config Processes window.
- 11 Click **Exit/Cancel** to close the Item Class Config Process window.

Note: In the Assign Item Class Config Processes window, you can 1) click **Assign All** to move all processes to the Assigned Processes table or 2) click **Unassign All** to move all processes to the Available Processes table. All processes are moved whether or not the check boxes are selected.

Resequence the processes

- 1 On the Item Class Editor window, select the item class that you want to edit.
- 2 Click **Assign Process**. The current assignments are displayed on the Item Class Config Process window.
- 3 Click **Assign Processes**. The Assign Item Class Config Processes window is displayed.
- 4 In the Item Config field, enter the ID of the item configuration that you want to edit, or click the LOV  button and select the item configuration. The available and assigned processes are displayed.
- 5 To resequence the assigned processes:
 - a Select the process to be moved.
 - b To move the process closer to the top of the list, click **Move Up**.
 - c To move the process closer to the bottom of the list, click **Move Down**.
- 6 Click **Save** to save any changes and close the Assign Item Class Config Processes window.
- 7 Click **Exit/Cancel** to close the Item Class Config Process window.

Exit the Item Class Editor window


- Click the exit  button to close the window.

Assign item class equipment classes

- ➡ **Navigate:** From the main menu, select Support Functions > Item Setup > Item Class Editor. The Item Class Editor window is displayed.

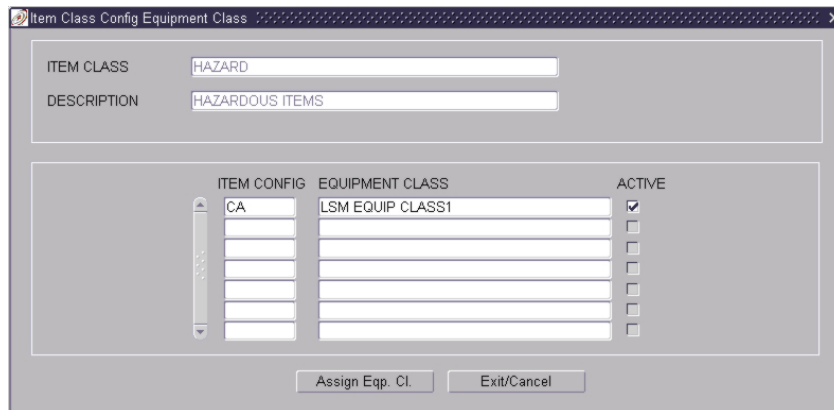
Note: This window is also accessible from the New Item Inquiry window.

Display all item classes

- Click the execute query  button.

Assign equipment classes

- On the Item Class Editor window, select the item class that you want to edit.
- Click **Equipment Cl.** The current assignments are displayed on the Item Class Config Equipment Class window.



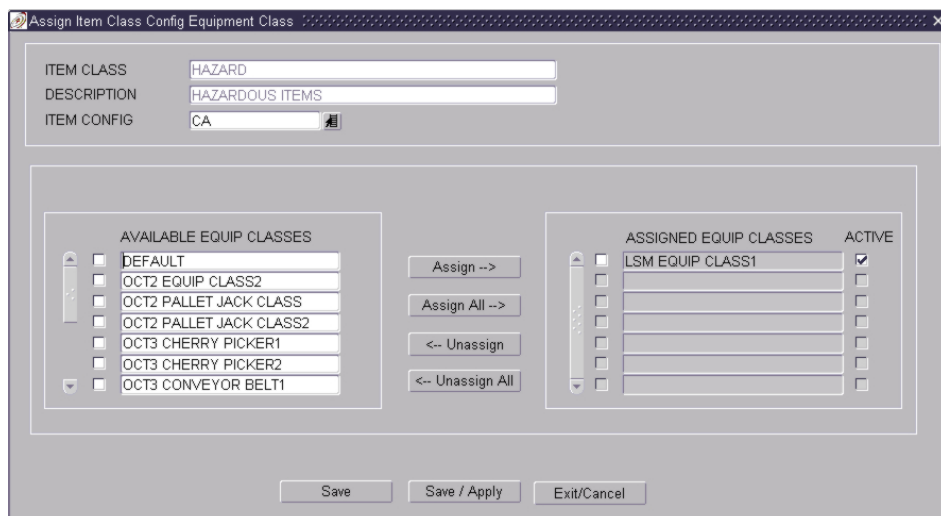
The window displays the configuration for the 'HAZARD' item class. The 'DESCRIPTION' field shows 'HAZARDOUS ITEMS'. Below, a table lists the assigned equipment classes:

ITEM CONFIG	EQUIPMENT CLASS	ACTIVE
CA	LSM EQUIP CLASS1	<input checked="" type="checkbox"/>
		<input type="checkbox"/>
		<input type="checkbox"/>
		<input type="checkbox"/>
		<input type="checkbox"/>
		<input type="checkbox"/>

Buttons at the bottom: Assign Eqp. Cl., Exit/Cancel.

Item Class Config Equipment Class window

- Click **Assign Eqp Cl.** The Assign Item Class Config Equipment Class window is displayed.



The window displays the assignment process for the 'HAZARD' item class. The 'ITEM CONFIG' field shows 'CA'. Below, two lists are shown:

AVAILABLE EQUIP CLASSES:

- ☐ DEFAULT
- ☐ OCT2 EQUIP CLASS2
- ☐ OCT2 PALLET JACK CLASS
- ☐ OCT2 PALLET JACK CLASS2
- ☐ OCT3 CHERRY PICKER1
- ☐ OCT3 CHERRY PICKER2
- ☐ OCT3 CONVEYOR BELT1


ASSIGNED EQUIP CLASSES:

ASSIGNED EQUIP CLASSES	ACTIVE
LSM EQUIP CLASS1	<input checked="" type="checkbox"/>
	<input type="checkbox"/>
	<input type="checkbox"/>
	<input type="checkbox"/>
	<input type="checkbox"/>
	<input type="checkbox"/>

Buttons between lists: Assign -->, Assign All -->, <-- Unassign, <-- Unassign All.

Buttons at the bottom: Save, Save / Apply, Exit/Cancel.

Assign Item Class Config Equipment Class window

- 4 In the Item Config field, enter the ID of the item configuration that you want to edit, or click the LOV  button and select the item configuration. The available equipment classes are displayed.
- 5 To assign equipment classes:
 - a Select the check box next to the desired equipment classes on the Available Equip Classes table.
 - b Click **Assign**. The selected equipment classes are moved to the Assigned Equip Classes table.
- 6 To remove assigned equipment classes:
 - a Select the check box next to the desired equipment classes on the Assigned Equip Classes table.
 - b Click **Unassign**. The selected equipment classes are moved to the Available Equip Class table.
- 7 To make the assigned equipment classes available to users, select the Active check box next to the appropriate equipment classes.
- 8 [Optional] To apply the equipment classes to all items that are currently assigned to the item class, click **Save/Apply**.
- 9 Click **Save** to save any changes and close the Assign Item Class Config Equipment Class window.
- 10 Click **Exit/Cancel** to close the Item Class Config Equipment Class window.

Note: In the Assign Item Class Config Equipment Class window, you can 1) click **Assign All** to move all equipment classes to the Assigned Equip Classes table or 2) click **Unassign All** to move all equipment classes to the Available Equip Classes table. All equipment classes are moved whether or not the check boxes are selected.

Exit the Item Class Editor window

- Click the exit  button to close the window.

Maintain items

- **Navigate:** From the main menu, select Support Functions > Item Setup > Item Master Editor. The Item Master Editor window is displayed.

Item Master Editor

Create Record

Delete Record

Item Supp Editor

Item UPC Inquiry

Item Attributes

Item Diff Inquiry

BOM Editor

Currency Price

ITEM ID

00000000000000000000000000000005

UPC

VENDOR NBR

0001230002

UNIT PICK SYSTEM

PTS

VENDOR

Vendor 0001230002

INNER PACK QTY

1

VENDOR STYLE

STD CASE PACK

10.0

DESCRIPTION

Item 00000000000000000000000000000005

STD UNIT VALUE

1.00

ITEM CLASS

DEFAULT

STD UNIT FACTOR

STANDARD UOM

EA

SINGLE PRICE FLAG

☐

DIVISION

9999

RETAIL PRICE

25.9500

DEPARTMENT

9999

PRETICKET FLAG

☐

CLASS

SCRIPT

TICKET TYPE

SUBCLASS

TICKET QTY

1

HIGH VALUE

N

ROUNDABLE

☐

VELOCITY

0

CATCH WEIGHT

☐

HAZARD CODE

N

PERISHABLE IND

☐

KIT WIP CODE

WIP

EXPIRATION DAYS

9999

CONVEYABLE

☐

PUTAWAY BY VOLUME

☐

COLOR

PUTAWAY PLAN

SIZE

PLANNED RESIDUAL

☒

SHADE

AUTOPACKABLE

☐

FIT

ITEM TYPE

LENGTH

10.0

SORTABLE

☐

WIDTH

6.0

SHIP ALONE

☐

HEIGHT

6.0

NON SALEABLE

☐

CUBE

360.0

SLOTTABLE

☐

WEIGHT

2.0

NEW ITEM

☐

SINGLE CONTAIN BULK

☐

RIGID

☐

STD CONTAINER TYPE

CARTON






FRAGILE

☐

Item Master Editor window

Note: You can also access this window from the Quality Assurance window.

Display an item

- 1 If an item is currently displayed, click the clear  button.
- 2 Click the enter query  button.
- 3 To search for an item by:
 - Item ID: In the Item ID query field, enter the ID of the item, or click the LOV  button and select the item.
 - UPC: In the UPC query field, enter the item's UPC, the LOV  button and select the item.
- 4 Click the execute query  button. The details for the selected item are displayed.




Edit an item

- 1 On the Item Master Editor window, double-click any of the detail fields. The Create/Modify window is displayed.

Create/Modify window

- 2 Edit the enabled fields as necessary.
- 3 Click **Save** to save any changes and close the Create/Modify window.

Add an item

- 1 On the Item Master Editor window, click **Create Record**. The Create/Modify window is displayed.
- 2 In the Item ID field, enter the ID of the item.
- 3 Enter the following required information:
 - a In the Vendor Nbr field, enter the vendor number, or click the LOV  button and select the vendor.
 - b In the Description field, enter a description of the item.
 - c In the Standard UOM field, enter the standard unit of measure, or click the LOV  button and select the standard UOM.
 - d In the Unit Pick System field, enter the code for the unit pick system or click the LOV  button and select the unit pick system.
 - e In the Distribution Method field, indicate how merchandise is to be handled for distribution.

- f In the Replen Dist Method field, indicate how merchandise is to be replenished.
- 4 Enter any additional details as necessary.
- 5 Click **Save** to save the changes and close the Create/Modify window.

Delete an item

- 1 On the Item Master Editor window, click **Delete Record**.
- 2 When prompted to delete the record, click **Yes**.

Exit the Item Master Editor window

- Click the exit  button to close the window.

Maintain item supplier details

- **Navigate:** From the main menu, select Support Functions > Item Setup > Item Supplier Editor. The Item Supplier Editor window is displayed.

Item Supplier Editor

Assign Eqp. Cl.
Assign Processes

ITEM ID	00000000000000000000000000000005						
DESCRIPTION	Item 00000000000000000000000000000005						
UOM	EA						

VENDOR NAME	VENDOR NBR	VPN	SUPP	PALLET NAM
Vendor 0001230002	0001230002		<input checked="" type="checkbox"/>	
			<input type="checkbox"/>	
			<input type="checkbox"/>	
			<input type="checkbox"/>	





COUNTRY CODE	DESCRIPTION	SUPP PACK SIZE	INNER PACK SIZE	TI	HI	DC TI	DC HI
USA	UNITED STATES	1.00	1.00	5	5	5.0	5.0

ITEM CONFIG	DESCRIPTION	LENGTH	WIDTH	HEIGHT	CUBE	WEIGHT
CA		24.0	12.0	12.0	3,456.00	3.0
EA		4.0	2.0	2.0	16.00	.25
PA		50.0	50.0	50.0	125,000.00	75.0

Item Supplier Editor window

Note: You can also access this window from the Item Master Editor window and the Item Master Inquiry window.

Display the suppliers of an item

- 1 If the suppliers of an item are currently displayed, click the clear  button.
- 2 Click the enter query  button.
- 3 In the Item ID query field, enter the item ID, or click the LOV  button and select an item.
- 4 Click the execute query  button. The suppliers of the selected item are displayed.

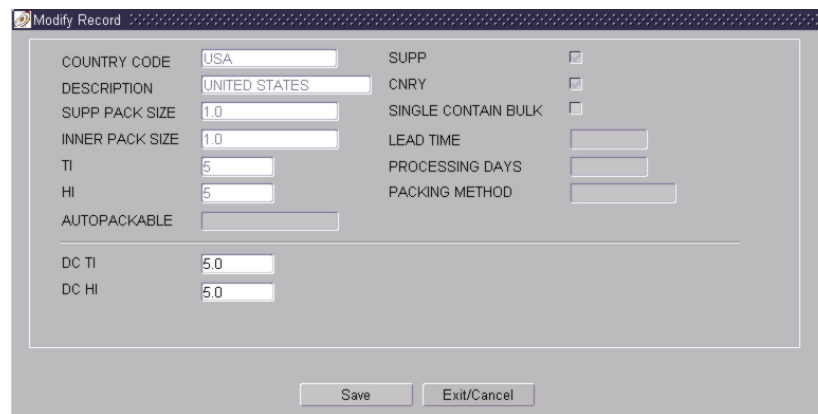
View origin countries and item configurations

Note: There are three tables on this window. They are referred to as the Vendor table, Origin Country table, and Item Configuration table.

- 1 On the Item Supplier Editor window, select a vendor. The origin countries for the item/vendor are displayed in the Origin Country table.
- 2 Select an origin country. The item configurations for the item/vendor/origin country are displayed in the Item Configuration table.

Edit tier and height measurements

- 1 On the Item Supplier Editor window, double-click the origin country that you want to edit. The Modify Record window is displayed.



Modify Record window

- 2 Edit the DC TI and DC HI fields as necessary.
- 3 Click **Save** to save the changes and close the Modify Record window.

Edit an item configuration

- 1 On the Item Supplier Editor window, double-click the item configuration that you want to edit. The Modify Record window is displayed.

Modify Record window

- 2 Edit the dimensions, weight, and velocity as necessary.
- 3 Click **Save** to save the changes and close the Modify Record window.

Assign equipment classes

- 1 On the Item Supplier Editor window, select the item configuration that you want to edit.
- 2 Click **Assign Eqp Cl**. The Assign Item Config Equipment window is displayed.

Assign Item Config Equipment window

- 3 To assign equipment classes:
 - a Select the check box next to the desired equipment classes on the Available Equip Classes table.
 - b Click **Assign**. The selected equipment classes are moved to the Assigned Equip Classes table.
- 4 To remove assigned equipment classes:
 - a Select the check box next to the desired equipment classes on the Assigned Equip Classes table.
 - b Click **Unassign**. The selected equipment classes are moved to the Available Equip Class table.
- 5 To make the assigned equipment classes available to users, select the Active check box next to the appropriate equipment classes.
- 6 Click **Save** to save any changes and close the Assign Item Config Equipment window.


Note: In the Assign Item Config Equipment window, you can 1) click **Assign All** to move all equipment classes to the Assigned Equip Classes table or 2) click **Unassign All** to move all equipment classes to the Available Equip Classes table. All equipment classes are moved whether or not the check boxes are selected.

Assign processes

- 1 On the Item Supplier Editor window, select the item configuration that you want to edit.
- 2 Click **Assign Processes**. The Assign Item Config Processes window is displayed.

The screenshot shows the 'Assign Item Config Processes' window. At the top, there are input fields for 'ITEM ID' (00000000000000000000000000000005), 'DESCRIPTION' (Item 00000000000000000000000000000005), 'COUNTRY CODE' (USA), 'VENDOR' (0001230002), and 'ITEM CONFIG' (CA). Below these, there is a section for 'ITEM CONFIG' with a dropdown set to 'CA', and 'PROCESS TYPE' with a dropdown set to 'PICK HZD'. To the left, under 'AVAILABLE PROCESSES', there is a list with 'LSM PICK HZD1' selected. To the right of this list are buttons: 'Assign -->', 'Assign All -->', '<-- Unassign', '<-- Unassign All', 'Move Up', and 'Move Down'. On the right side of the window is a table with three columns: 'ASSIGNED PROCESSES', 'ITEM CONFIG IN CLASS', and 'ACTIVE'. The table has several rows, each with checkboxes in the last two columns. At the bottom of the window are 'Save' and 'Exit/Cancel' buttons.

Assign Item Config Processes window

- 3 [Optional] To filter the processes listed in the Available Processes table, enter the name of a process type in the Process Type field, or click the LOV  button and select the process type.
- 4 To assign processes:
 - a Select the check box next to the desired processes on the Available Processes table.
 - b Click **Assign**. The selected processes are moved to the Assigned Processes table.
- 5 To remove assigned processes:
 - a Select the check box next to the desired processes on the Assigned Processes table.
 - b Click **Unassign**. The selected processes are moved to the Available Processes table.
- 6 To make the assigned processes available to users, select the Active check box next to the appropriate processes.
- 7 To assign processes for another item configuration, select the desired item configuration from the Item Config drop-down list. Repeat the previous steps.
- 8 Click **Save** to save any changes and close the Assign Item Config Processes window.

Note: In the Assign Item Config Processes window, you can 1) click **Assign All** to move all processes to the Assigned Processes table or 2) click **Unassign All** to move all processes to the Available Processes table. All processes are moved whether or not the check boxes are selected.

Resequence the processes

- 1 On the Item Supplier Editor window, select the item configuration that you want to edit.
- 2 Click **Assign Processes**. The Assign Item Config Processes window is displayed.
- 3 To resequence the assigned processes:
 - a Select the process to be moved.
 - b To move the process closer to the top of the list, click **Move Up**.
 - c To move the process closer to the bottom of the list, click **Move Down**.
- 4 Click **Save** to save any changes and close the Assign Item Config Processes window.

Exit the Item Supplier Editor window

- Click the exit  button to close the window.





Maintain item attributes

- ➔ **Navigate:** From the main menu, select Support Functions > Item Setup > Item Attributes Editor. The Item Attribute Editor window is displayed.

Item Attribute Editor window

Note: You can also access this window from the following windows: Item Master Editor, Item Master Inquiry, and Quality Assurance.

Display item attributes

- 1 If attributes for an item are currently displayed, click the clear  button.
- 2 Click the enter query  button.
- 3 In the Item ID query field, enter the item ID, or click the LOV  button and select an item.
- 4 Click the execute query  button. The attributes assigned to the selected item are displayed.


Edit an item attribute

- 1 On the Item Attribute Editor window, double-click the item attribute that you want to edit. The Create/Modify window is displayed.

Create/Modify window

- 2 Select or clear the Attribute Enabled check box as necessary.
- 3 Click **Save** to save any changes and close the Create/Modify window.

Assign an attribute to an item

- 1 On the Item Attribute Editor window, click **Create Record**. The Create/Modify window is displayed.
- 2 In the Attribute field, enter the ID of the attribute that you want to associate with the current item, or click the LOV  button and select the attribute.

If no item was identified on the Item Attribute Editor window, enter the ID of the item in the Item ID field on the Create/Modify window.

- 3 To make the item attribute available to users, select the Attribute Enabled check box.
- 4 Click **Save** to save the changes and close the Create/Modify window.

Delete an item attribute

- 1 On the Item Attribute Editor window, select the attribute that you want to delete.
- 2 Click **Delete Record**.
- 3 When prompted to delete the record, click **Yes**.

Exit the Item Attribute Editor window

- Click the exit  button to close the window.

Maintain kits





- **Navigate:** From the main menu, select Support Functions > Processing>Returns Setup > Bill of Materials Editor. The Bill of Materials Editor window is displayed.

COMPONENT ITEM ID	DESCRIPTION	UOM	UNIT QTY
NEWPCP2	TEST	EA	2.0

Bill of Materials Editor window

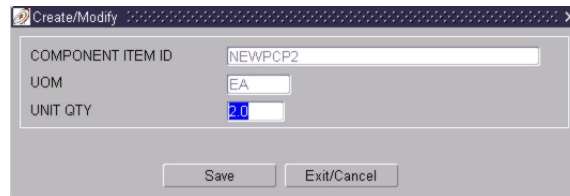
Note: You can also access this window from the Item Master Editor window.

Display component items

- 1 If an item is currently displayed, click the clear  button.
- 2 Click the enter query  button.
- 3 In the Item ID query field, enter the ID of the item, or click the LOV  button and select the item.
- 4 Click the execute query  button. The component items for the selected item are displayed.

Edit a component item

- 1 On the Bill of Materials Editor window, double-click the component item that you want to edit. The Create/Modify window is displayed.



The screenshot shows the 'Create/Modify' window with the following fields and values:

Field	Value
COMPONENT ITEM ID	NEWPCP2
UOM	EA
UNIT QTY	2.0

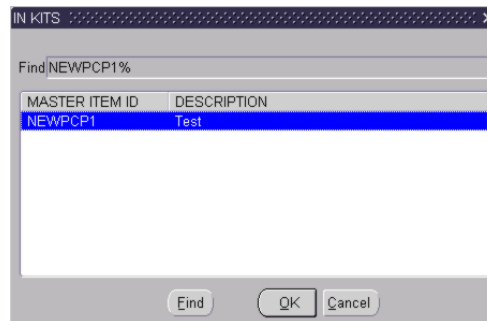
Buttons at the bottom: Save, Exit/Cancel.

Create/Modify window

- 2 Edit the unit quantity as necessary.
- 3 Click **Save** to save any changes and close the Create/Modify window.

Check kit members

- 1 On the Bill of Materials Editor window, select the component item that you want to check.
- 2 Click **Used in Kits**. The kits of which the component item is a member are displayed in the In Kits window.



The screenshot shows the 'IN KITS' window with the following details:

Find: NEWPCP1%


MASTER ITEM ID	DESCRIPTION
NEWPCP1	Test

Buttons at the bottom: Find, OK, Cancel.

In Kits window

- 3 Click **OK** to close the In Kits window.

Add a component item

- 1 On the Bill of Materials Editor window, click **Create Record**. The Create/Modify window is displayed.
- 2 In the Component Item ID field, enter the ID of the component item, or click the LOV  button and select the component item.
- 3 In the Unit Qty field, enter the required number of units.
- 4 Click **Save** to save the changes and close the Create/Modify window.

Delete a component item

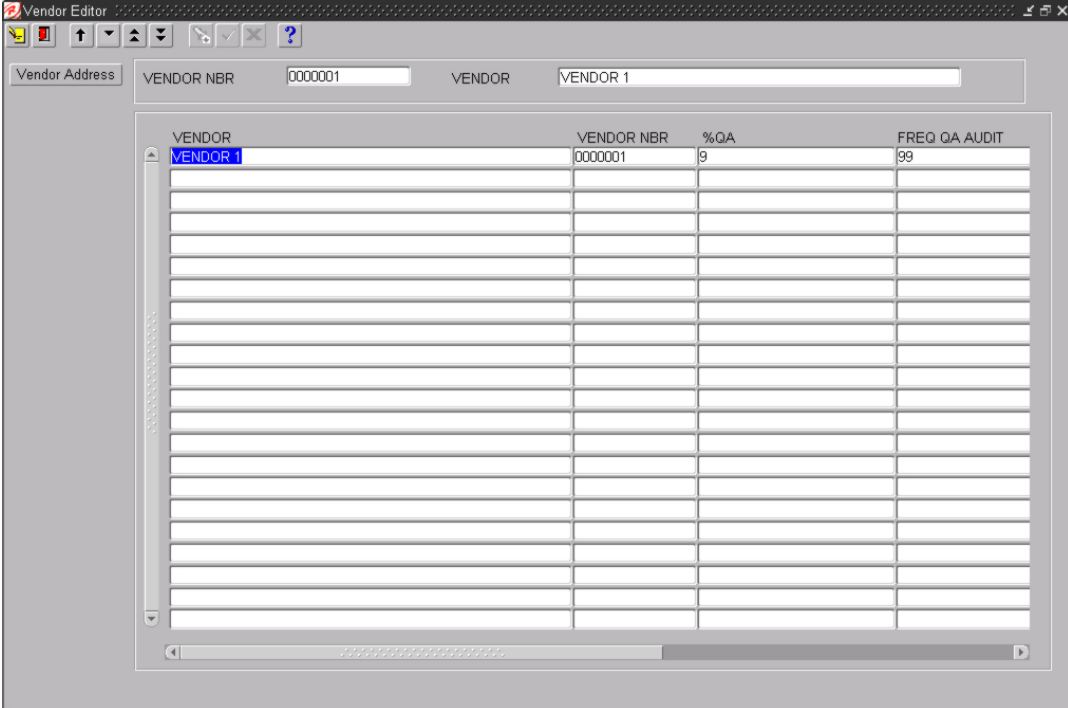
- 1 On the Bill of Materials Editor window, select the component item that you want to delete.
- 2 Click **Delete Record**.
- 3 When prompted to delete the record, click **Yes**.

Exit the Bill of Materials Editor window

- Click the exit  button to close the window.


Maintain vendor audits

- ➔ **Navigate:** From the main menu, select Support Functions > Item Setup > Vendor Editor. The Vendor Editor window is displayed.







VENDOR	VENDOR NBR	%QA	FREQ QA AUDIT
VENDOR 1	0000001	9	99

*Vendor Editor window***Display all vendors**

- Click the execute query  button.

Display one or multiple vendors

- If any vendors are currently displayed, click the clear  button.
- Click the enter query  button.
- In the Vendor Nbr field, enter a full or partial vendor number, or click the LOV  button and select the vendor.
- Click the execute query  button. The vendors that match the full or partial vendor number are displayed.

Edit vendor audits

- 1 On the Vendor Editor window, double-click the vendor that you want to edit. The Modify window is displayed.

Modify window

- 2 Enter sampling and frequency percentages in the appropriate fields.
- Note:** Frequency indicates the percentage of shipments to be audited. Sampling indicates the percentage of each shipment to be audited.
- 3 To bypass weighing containers from the vendor, select the Bypass Check Weigh check box as necessary.
 - 4 Click **Save** to save the changes and close the Modify window.


Exit the Vendor Editor window

- Click the exit  button to close the window.





View vendor addresses

- **Navigate:** From the main menu, select Support Functions > Item Setup > Vendor Editor. The Vendor Editor window is displayed.

Display all vendors

- Click the execute query  button.

Display one or multiple vendors

- 1 If any vendors are currently displayed, click the clear  button.
- 2 Click the enter query  button.
- 3 In the Vendor Nbr field, enter a full or partial vendor number, or click the LOV  button and select the vendor.
- 4 Click the execute query  button. The vendors that match the full or partial vendor number are displayed.

View addresses

- 1 On the Vendor Editor window, select the vendor that you want to view in detail.
- 2 Click **Vendor Address**. The vendor's addresses are displayed in the Vendor Address window.

[illegible]

Vendor Address window

- 3 Click **Exit/Cancel** to close the Vendor Address window.

Exit the Vendor Editor window

- Click the exit  button to close the window.






[View items](#)

- **Navigate:** From the main menu, select **Support Functions > Item Setup > Item Master Inquiry**. The Item Master Inquiry window is displayed.

Item Master Inquiry			
Item Supp Editor	ITEM ID	0000000000000000000000000000000000	UPC
Item UPC Inquiry	VENDOR NBR	j001230002	INNER PACK QTY
Item Attributes	VENDOR	Vendor 0001230002	STD CASE PACK
Item Diff Inquiry	VENDOR STYLE		STD UNIT VALUE
Currency Price	DESCRIPTION	ITEM 0000000000000000000000000000000000	STD UNIT FACTOR
	UOM	EA	SINGLE PRICE FLAG
	DIVISION	9999	RETAIL PRICE
	DEPARTMENT	9999	PRETICKET FLAG
	CLASS	SCRIPT	TICKET TYPE
	SUBCLASS		TICKET QTY
	HIGH VALUE	<input type="checkbox"/>	ROUNDABLE
	VELOCITY	0	CATCH WEIGHT
	HAZARD CODE	N	PERISHABLE IND
	KIT WIP CODE	WIP	EXPIRATION DAYS
	CONVEYABLE	<input type="checkbox"/>	PUTAWAY BY VOLUME
	COLOR		PUTAWAY PLAN
	SIZE		PLANNED RESIDUAL
	SHADE		AUTOPACKABLE
	FIT		ITEM TYPE
	LENGTH	10.0	SORTABLE
	WIDTH	6.0	SHIP ALONE
	HEIGHT	6.0	NON SALEABLE
	CUBE	360.0	SLOTTABLE
	WEIGHT	2.0	NEW ITEM
	SINGLE CONTAIN BULK	<input type="checkbox"/>	RIGID
	STD CONTAINER TYPE	CARTON	FRAGILE
	UNIT PICK SYSTEM	PTS	

Item Master Inquiry window

Display an item

- 1 If an item is currently displayed, click the clear  button.
- 2 Click the enter query  button.
- 3 To search for an item by:
 - Item ID: In the Item ID field, enter the ID of the item, or click the LOV  button and select the item.
 - UPC: In the UPC field, enter the item's UPC, the LOV  button and select the item.
- 4 Click the execute query  button. The details for the selected item are displayed.

View additional details

- To view the vendors, origin countries, configurations for the item, click **Item Supp Editor**. The Item Supplier Editor window is displayed. You can also view the equipment classes and processes that are assigned at the item configuration level.
- To view the universal product codes (UPC) for the item, click **Item UPC Inquiry**. The Item UPC Inquiry window is displayed.
- To view the attributes and attribute types for the item, click **Item Attributes**. The Item Attribute Editor window is displayed.
- To view the diff groups and diffs for the item, click **Item Diff Inquiry**. The Item Differentiator Inquiry window is displayed.
- To view retail prices in multiple currencies for the item, click **Currency Price**. The Multi Price Ticketing window is displayed.

Exit the Item Master Inquiry window

- Click the exit  button to close the window.

View item UPCs





- ➔ **Navigate:** From the main menu, select Support Functions > Item Setup > UPC Inquiry. The Item UPC Inquiry window is displayed.

UPC NUMBER	PRIMARY FLAG
4322200201300101	<input type="checkbox"/>
4322200201300102	<input checked="" type="checkbox"/>
	<input type="checkbox"/>
	<input type="checkbox"/>
	<input type="checkbox"/>
	<input type="checkbox"/>
	<input type="checkbox"/>
	<input type="checkbox"/>
	<input type="checkbox"/>
	<input type="checkbox"/>
	<input type="checkbox"/>
	<input type="checkbox"/>
	<input type="checkbox"/>
	<input type="checkbox"/>
	<input type="checkbox"/>

Item UPC Inquiry window

Note: You can also access this window from the Item Master Editor window and the Item Master Inquiry window.

Display item UPCs

- 1 If an item is currently displayed, click the clear  button.
- 2 Click the enter query  button.
- 3 Enter an item ID or UPC in the appropriate query field, or click either LOV  button and select the item.
- 4 Click the execute query  button. The UPCs for the selected item are displayed.

Exit the Item UPC Inquiry window

- Click the exit  button to close the window.

View diffs

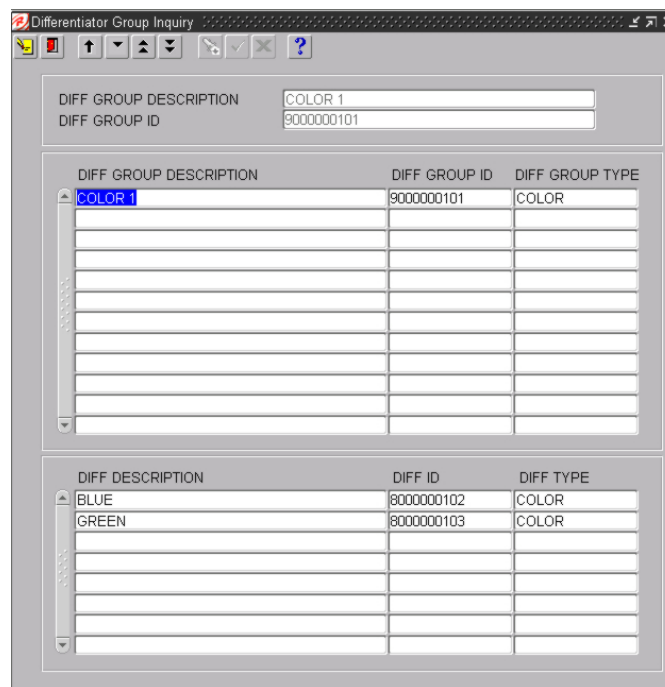
- Select a diff group in the Diff/Group table. The diffs associated with the diff group are displayed in the Diff table.

Exit the Item Differentiator Inquiry window

- Click the exit  button to close the window.

View diff groups

- **Navigate:** From the main menu, select Support Functions > Item Setup > Differentiator Group Inquiry. The Differentiator Group Inquiry window is displayed.




DIFF GROUP DESCRIPTION	DIFF GROUP ID	DIFF GROUP TYPE
COLOR 1	9000000101	COLOR

DIFF DESCRIPTION	DIFF ID	DIFF TYPE
BLUE	8000000102	COLOR
GREEN	8000000103	COLOR





Differentiator Group Inquiry window

Note: You can also access this window from the Item Differentiator Inquiry window.

Display all diff groups

- Click the execute query  button.

Display a diff group

- 1 If any diff groups are currently displayed, click the clear  button.
- 2 Click the enter query  button.
- 3 In either the Diff Group Description or Diff Group ID query fields, enter a full or partial description or ID, or click either LOV  button and select a diff group.
- 4 Click the execute query  button. The diff groups that match the criterion are displayed.

View diffs

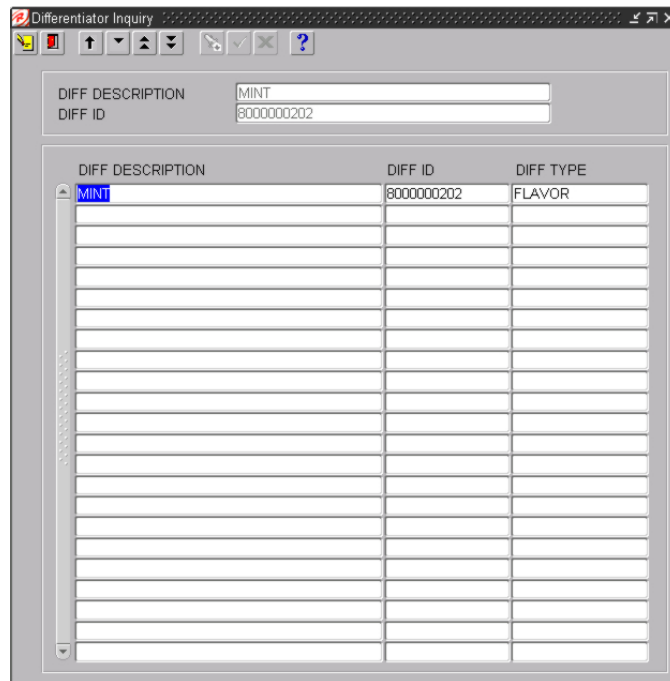
- Select a diff group in the Diff Group table. The diffs associated with the diff group are displayed in the Diff table.

Exit the Differentiator Group Inquiry window

- Click the exit  button to close the window.

View diffs

- **Navigate:** From the main menu, select Support Functions > Item Setup > Differentiator Inquiry. The Differentiator Inquiry window is displayed.




DIFF DESCRIPTION	DIFF ID	DIFF TYPE
MINT	8000000202	FLAVOR





Differentiator Inquiry window

Note: You can also access this window from the Item Differentiator Inquiry window.

Display all diffs

- Click the execute query  button.

Display a diff

- 1 If any diffs are currently displayed, click the clear  button.
- 2 Click the enter query  button.
- 3 In either the Diff Description or Diff ID query fields, enter a full or partial description or ID, or click either LOV  button and select a diff.
- 4 Click the execute query  button. The diffs that match the criterion are displayed.

Exit the Differentiator Inquiry window





- Click the exit  button to close the window.

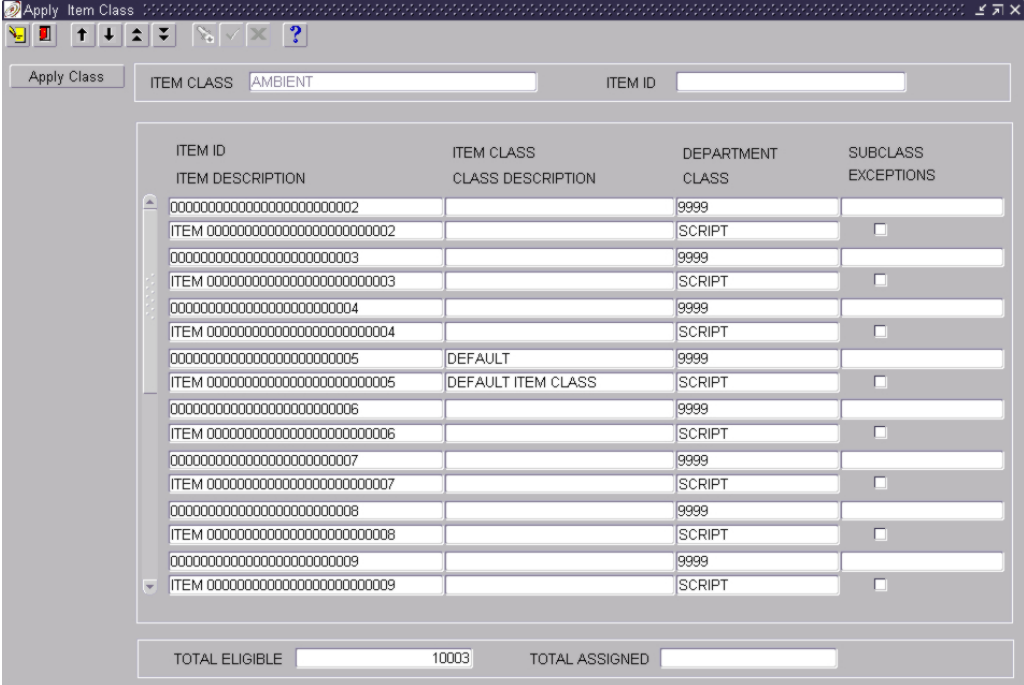
Apply item classes

- **Navigate:** From the main menu, select Support Functions > Item Setup > Apply Item Class. The Apply Item Class window is displayed.

Note: You can also access this window from the New Item Inquiry window and the Item Class Editor window.

Display items by item class

- 1 If any items or item classes are currently displayed, click the clear  button.
- 2 Click the enter query  button.
- 3 In the Item Class query field, enter the name of the item class, or click the LOV  button and select the item class.
- 4 Click the execute query  button. The items that match the build rules of or are assigned to the item class are displayed.



ITEM ID	ITEM DESCRIPTION	ITEM CLASS	CLASS DESCRIPTION	DEPARTMENT CLASS	SUBCLASS EXCEPTIONS
00000000000000000000000000000002		AMBIENT		9999	
ITEM 00000000000000000000000000000002				SCRIPT	<input type="checkbox"/>
00000000000000000000000000000003				9999	
ITEM 00000000000000000000000000000003				SCRIPT	<input type="checkbox"/>
00000000000000000000000000000004				9999	
ITEM 00000000000000000000000000000004				SCRIPT	<input type="checkbox"/>
00000000000000000000000000000005		DEFAULT		9999	
ITEM 00000000000000000000000000000005		DEFAULT ITEM CLASS		SCRIPT	<input type="checkbox"/>
00000000000000000000000000000006				9999	
ITEM 00000000000000000000000000000006				SCRIPT	<input type="checkbox"/>
00000000000000000000000000000007				9999	
ITEM 00000000000000000000000000000007				SCRIPT	<input type="checkbox"/>
00000000000000000000000000000008				9999	
ITEM 00000000000000000000000000000008				SCRIPT	<input type="checkbox"/>
00000000000000000000000000000009				9999	
ITEM 00000000000000000000000000000009				SCRIPT	<input type="checkbox"/>

TOTAL ELIGIBLE 10003 TOTAL ASSIGNED

Apply Item Class (by Item Class) window

Assign items to an item class

- 1 On the Apply Item Class window, click **Apply Class**. The Apply Item Class (Assign Items) window is displayed.





Apply Item Class (Assign Items) window

Note: The items that are currently assigned to the location class are displayed in the Assigned Items table. The remaining items that match the build rules are displayed in the Available Items table.

- 2 To assign items:
 - a Select the check box next to the desired items on the Available Items table.
 - b Click **Assign**. The selected items are moved to the Assigned Items table.
- 3 To remove assigned items:
 - a Select the check box next to the desired items on the Assigned Items table.
 - b Click **Unassign**. The selected items are moved to the Available Items table.
- 4 Click **Save/Apply** to save the changes and close the Apply Item Class (Assign Items) window.

Note: In the Apply Item Class (Assign Items) window, you can 1) click **Assign All** to move all items to the Assigned Items table or 2) click **Unassign All** to move all items to the Available Items table. All items are moved whether or not the check boxes are selected.

Display item classes by item

- 1 If any items or item classes are currently displayed, click the clear  button.
- 2 Click the enter query  button.
- 3 In the Item ID query field, enter the ID of the item, or click the LOV  button and select the item.
- 4 Click the execute query  button. The item classes that match the selected item are displayed. The Current check box is selected next to the item class, if any, that is currently assigned to the item.

[illegible]

Apply Item Class (by Item) window

Assign an item class to an item

Note: This procedure is applicable if the item matches more than one item class.

- 1 On the Apply Item Class window, select the item class that you want to assign to an item.
- 2 Click **Apply Class**. The Apply Item Class (Assign Item Class) window is displayed.

Apply Item Class (Assign Item Class) window

- 3 If the item class named in the New Item Class field is correct, click **Save/Apply**. The Apply Item Class (Assign Item Class) window is closed and the item class is assigned to the selected item.

Exit the Apply Item Class window

- Click the exit  button to close the window.

Transmit SKU profiles

- ➔ **Navigate:** From the main menu, select Support Functions > SKU Profiling. The SKU Optimization window is displayed.

	SUCCESSFUL	FAILED
SKU(s)	0	0
Location(s)	0	0

SKU Optimization window

Transmit SKU profiles

- Select the SKU profiles to be sent to a warehouse optimization application:
 - To send items marked for SKU optimization, select the SKU Optimized Items check box.
 - To send items located in forward pick locations, select the Active Items check box.
- Click **Start**. The results are displayed in the Publishing Results block.

Exit the SKU Optimization window

- Click the exit  button to close the window.

Processing/returns setup

Overview

Processing returns and merchandise in inventory relies heavily on several types of codes and processes. Those codes and processes are defined in the Processing/Returns Setup module.

Processes must be set up for each task that may be assigned to DC personnel. In defining the processes, you customize how tasks are presented to users and how users must record their activities. After defining the processes, you may assign them to item configurations, locations, and users. RDM uses this information when calculating which tasks should be assigned to operators.

Business process

You can set up the following types of codes:

- **Trouble codes:** Appointment trouble codes provide a way to track vendor performance. Container trouble codes are used to document problems occurring with containers/items that must be resolved.
- **Inventory adjustment codes:** Disposition codes indicate what is to be done with merchandise that is returned by the customer. Reason codes indicate whether an adjustment to inventory is positive or negative. Return codes indicate 1) why merchandise was returned or 2) what action to take with returned merchandise.
- **WIP codes:** Work in process (WIP) codes are applied to containers, automatically or manually, in order to direct merchandise to locations where value added services can be performed. WIP codes must be defined and sequentially ordered, if necessary. You can also indicate which windows a user must access in order to process the WIP codes.

To set up processes, you perform the following steps:

- **Identify process types.** Assign presentation types and RF screens to the process types. These assignments indicate how tasks are to be presented to users.
- **Set up processes.** Assign a process type to each process. The processes inherit the presentation types and RF screens from the process types. Activate the appropriate keys on the RF screens and assign equipment classes to the processes.
- **Assign attributes to processes.** The attributes indicate how users must record their activities. Users will either capture new information or validate existing information.
- **Multiple processes may be grouped as a workflow.** Define the workflows and assign processes to them in a logical order.

You can create cycle count plans in this module. Basically, the plan states the frequency for a cycle count. You might create a plan for daily counts, weekly counts, and so on. Depending on system settings, cycle count plans may be assigned to zones or items.

You can generate generic labels, nullify unused labels, and reprint labels for receiving and picking packages, as well as for stock or distributed merchandise.

Reports

There are no reports that pertain to processing and returns setup.

Cycle count plans

Cycle counting is the process of taking inventory at locations within a DC. Locations may be manually marked for cycle counts. Another option is to allow the system to automatically mark locations for cycle counts. The system marks locations depending on the method that you choose in the system settings. The methods you can choose from are by location, zone, and item.

Cycle counts by location

Specify how often, in days, the entire distribution center should be counted. Each day, a number of locations are automatically marked for counting. For example, if there are 1000 locations and the frequency is 100 days, RDM marks 10 locations every day for counting.

To set up cycle counts by location, the system parameter, `cycle_count_type`, must be set to location. The parameter, `cycle_count_period`, must be set to the desired number of days.

Cycle counts by zone

Specify how often, in days, the locations within each zone are counted. The system automatically marks the locations for cycle counting. Different zones can have different cycle count frequencies.

To set up cycle counts by zone, the system parameter, `cycle_count_type`, must be set to zone. Cycle count plans must be defined in the Cycle Count Planning window. On the Zone Editor window, select the appropriate cycle count plan for the zone.

Cycle counts by item

Specify how often, in days, the locations containing the specified item are counted. The system automatically marks the location for cycle counting. If the location contains an assortment of items, all items within the location must be counted. Different items can have different cycle count frequencies. Note that if a location contains an assortment of items, the location may be marked for counting more frequently than desired, since cycle counts may overlap each other.

To set up cycle counts by item, the system parameter, `cycle_count_type`, must be set to item. On the Cycle Count Planning window, define the cycle count plans. On the Item Master Editor window, select the appropriate cycle count plan for the item.

Add a trouble code

- 1 On the Appointment Trouble Codes Editor window, click **Create Record**. The Create/Modify window is displayed.
- 2 In the Trouble Code field, enter a code for the trouble.
- 3 In the Description field, enter a description for the trouble.
- 4 Click **Save** to save the change and close the Create/Modify window.

Delete a trouble code

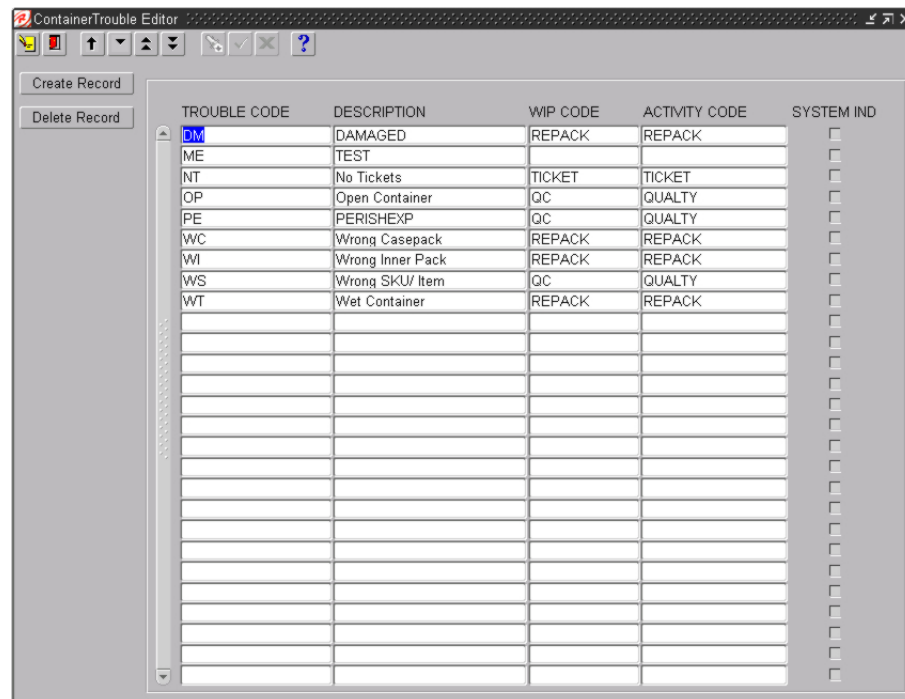
- 1 On the Appointment Trouble Codes Editor window, select the trouble code that you want to delete.
- 2 Click **Delete Record**.
- 3 When prompted to delete the record, click **Yes**.

Exit the Appointment Trouble Codes Editor window

- Click the exit  button to close the window.

Maintain trouble codes for containers

- **Navigate:** From the main menu, select Support Functions > Processing/Returns Setup > Container Trouble Editor. The current trouble codes are displayed in the Container Trouble Editor window.



Container Trouble Editor window



Edit a trouble code

- 1 On the Container Trouble Editor window, double-click the trouble code that you want to edit. The Create/Modify window is displayed.

Create/Modify window

- 2 Edit the description, WIP code, and activity code as necessary.
- 3 Click **Save** to save any changes and close the Create/Modify window.

Add a trouble code

- 1 On the Container Trouble Editor window, click **Create Record**. The Create/Modify window is displayed.
- 2 In the Trouble Code field, enter a code for the trouble.
- 3 In the Description field, enter a description for the trouble.
- 4 In the WIP Code field, enter the WIP code that you want to associate with the trouble code, or click the LOV  button and select the WIP code.
- 5 In the Activity Code field, enter the activity code that you want to associated with the trouble code, or click the LOV  button and select the activity code.

Note: WIP codes and activity codes are optional.

- 6 Click **Save** to save the change and close the Create/Modify window.

Delete a trouble code

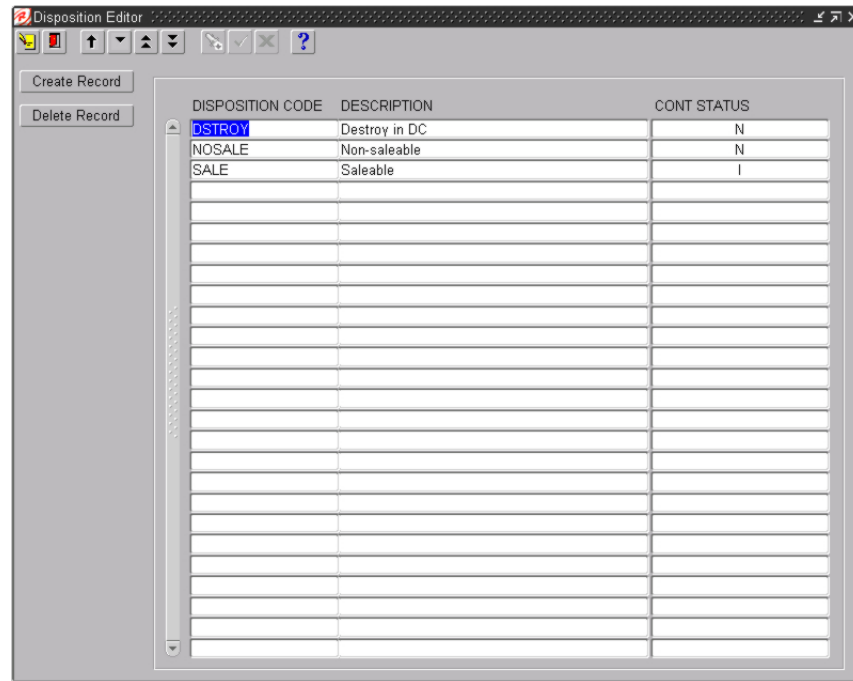
- 1 On the Container Trouble Editor window, select the trouble code that you want to delete.
- 2 Click **Delete Record**.
- 3 When prompted to delete the record, click **Yes**.

Exit the Container Trouble Editor window

- Click the exit  button to close the window.

Maintain disposition codes

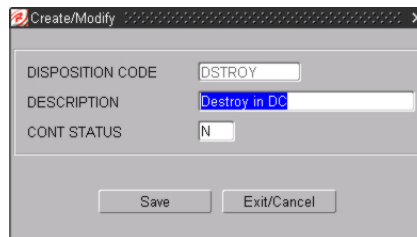
- **Navigate:** From the main menu, select Support Functions > Processing/Returns Setup > Disposition Code Editor. The current disposition codes are displayed in the Disposition Editor window.



Disposition Editor window

Edit a disposition code

- 1 On the Disposition Editor window, double-click the disposition code that you want to edit. The Create/Modify window is displayed.



Create/Modify window

- 2 Edit the description and container status as necessary.
- 3 Click **Save** to save any changes and close the Create/Modify window.

Add a disposition code

- 1 On the Disposition Editor window, click **Create Record**. The Create/Modify window is displayed.
- 2 In the Disposition Code and Description fields, enter a code and description for the disposition.
- 3 In the Cont Status field, enter the status of containers associated with the disposition code. The status may be I (Inventory) or N (Nonsaleable)
- 4 Click **Save** to save the changes and close the Create/Modify window.

Delete a disposition code

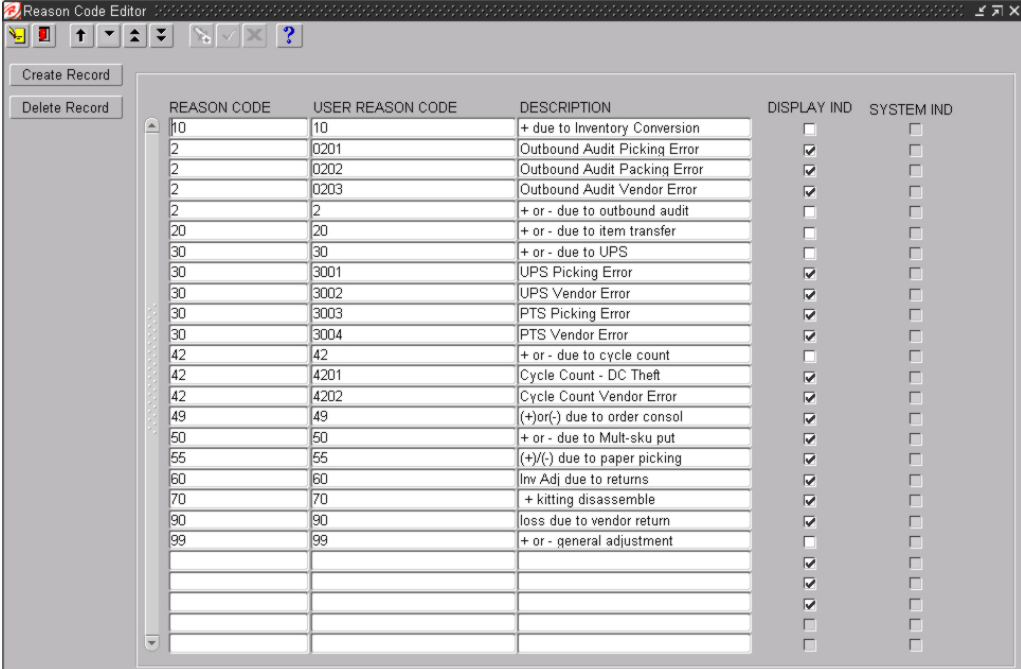
- 1 On the Disposition Editor window, select the disposition code that you want to delete.
- 2 Click **Delete Record**.
- 3 When prompted to delete the record, click **Yes**.

Exit the Disposition Editor window

- Click the exit  button to close the window.

Maintain reason codes

- ➔ **Navigate:** From the main menu, select Support Functions > Administration Setup > Inv Adjustment Reason Code Editor. The current reason codes are displayed in the Reason Code Editor window.



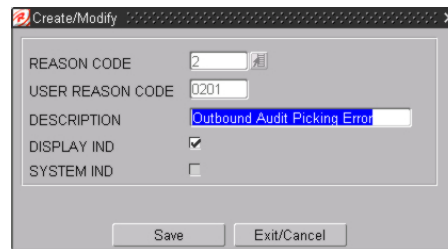
The Reason Code Editor window displays a table of reason codes with columns for Reason Code, User Reason Code, Description, Display Ind, and System Ind. The table contains 20 rows of data, including codes for inventory conversion, outbound audit, UPS picking error, cycle count, and general adjustment.

REASON CODE	USER REASON CODE	DESCRIPTION	DISPLAY IND	SYSTEM IND
10	10	+ due to Inventory Conversion	<input type="checkbox"/>	<input type="checkbox"/>
2	0201	Outbound Audit Picking Error	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2	0202	Outbound Audit Packing Error	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2	0203	Outbound Audit Vendor Error	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2	2	+ or - due to outbound audit	<input type="checkbox"/>	<input type="checkbox"/>
20	20	+ or - due to item transfer	<input type="checkbox"/>	<input type="checkbox"/>
30	30	+ or - due to UPS	<input type="checkbox"/>	<input type="checkbox"/>
30	3001	UPS Picking Error	<input checked="" type="checkbox"/>	<input type="checkbox"/>
30	3002	UPS Vendor Error	<input checked="" type="checkbox"/>	<input type="checkbox"/>
30	3003	PTS Picking Error	<input checked="" type="checkbox"/>	<input type="checkbox"/>
30	3004	PTS Vendor Error	<input checked="" type="checkbox"/>	<input type="checkbox"/>
42	42	+ or - due to cycle count	<input type="checkbox"/>	<input type="checkbox"/>
42	4201	Cycle Count - DC Theft	<input checked="" type="checkbox"/>	<input type="checkbox"/>
42	4202	Cycle Count Vendor Error	<input checked="" type="checkbox"/>	<input type="checkbox"/>
49	49	(+)or(-) due to order consol	<input checked="" type="checkbox"/>	<input type="checkbox"/>
50	50	+ or - due to Multi-sku put	<input checked="" type="checkbox"/>	<input type="checkbox"/>
55	55	(+)(-) due to paper picking	<input checked="" type="checkbox"/>	<input type="checkbox"/>
60	60	Inv Adj due to returns	<input checked="" type="checkbox"/>	<input type="checkbox"/>
70	70	+ kitting disassemble	<input checked="" type="checkbox"/>	<input type="checkbox"/>
90	90	loss due to vendor return	<input checked="" type="checkbox"/>	<input type="checkbox"/>
99	99	+ or - general adjustment	<input type="checkbox"/>	<input type="checkbox"/>
			<input checked="" type="checkbox"/>	<input type="checkbox"/>
			<input checked="" type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>

Reason Code Editor window


Edit a reason code

- 1 On the Reason Code Editor window, double-click the reason code that you want to edit. The Create/Modify window is displayed.

*Create/Modify window*

- 2 Edit the description and display indicator as necessary.
- 3 Click **Save** to save any changes and close the Create/Modify window.

Add a reason code

- 1 On the Reason Code Editor window, click **Create Record**. The Create/Modify window is displayed.
- 2 In the Reason Code field, enter a reason code that you want to translate, or click the LOV  button and select the reason code.
- 3 In the User Reason Code and Description fields, enter a user-defined code and description for the reason.
- 4 To allow users to view the reason code in List of Values windows, select the Display Ind check box.
- 5 Click **Save** to save the changes and close the Create/Modify window.

Delete a reason code

- 1 On the Reason Code Editor window, select the reason code that you want to delete.
- 2 Click **Delete Record**.
- 3 When prompted to delete the record, click **Yes**.

Exit the Reason Code Editor window

- Click the exit  button to close the window.

Maintain return codes

- **Navigate:** From the main menu, select Support Functions > Processing>Returns Setup > Return Code Editor. The current return codes are displayed in the Return Code Editor window.

REASON CODE	USER REASON CODE	DESCRIPTION	DISPLAY IND	SYSTEM IND
10	10	+ due to Inventory Conversion	<input type="checkbox"/>	<input type="checkbox"/>
2	0201	Outbound Audit Picking Error	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2	0202	Outbound Audit Packing Error	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2	0203	Outbound Audit Vendor Error	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2	2	+ or - due to outbound audit	<input type="checkbox"/>	<input type="checkbox"/>
20	20	+ or - due to item transfer	<input type="checkbox"/>	<input type="checkbox"/>
30	30	+ or - due to UPS	<input type="checkbox"/>	<input type="checkbox"/>
30	3001	UPS Picking Error	<input checked="" type="checkbox"/>	<input type="checkbox"/>
30	3002	UPS Vendor Error	<input checked="" type="checkbox"/>	<input type="checkbox"/>
30	3003	PTS Picking Error	<input checked="" type="checkbox"/>	<input type="checkbox"/>
30	3004	PTS Vendor Error	<input checked="" type="checkbox"/>	<input type="checkbox"/>
42	42	+ or - due to cycle count	<input type="checkbox"/>	<input type="checkbox"/>
42	4201	Cycle Count - DC Theft	<input checked="" type="checkbox"/>	<input type="checkbox"/>
42	4202	Cycle Count Vendor Error	<input checked="" type="checkbox"/>	<input type="checkbox"/>
49	49	(+)or(-) due to order consol	<input checked="" type="checkbox"/>	<input type="checkbox"/>
50	50	+ or - due to Multi-sku put	<input checked="" type="checkbox"/>	<input type="checkbox"/>
55	55	(+)(-) due to paper picking	<input checked="" type="checkbox"/>	<input type="checkbox"/>
60	60	Inv Adj due to returns	<input checked="" type="checkbox"/>	<input type="checkbox"/>
70	70	+ kitting disassemble	<input checked="" type="checkbox"/>	<input type="checkbox"/>
90	90	loss due to vendor return	<input checked="" type="checkbox"/>	<input type="checkbox"/>
99	99	+ or - general adjustment	<input checked="" type="checkbox"/>	<input type="checkbox"/>
			<input checked="" type="checkbox"/>	<input type="checkbox"/>
			<input checked="" type="checkbox"/>	<input type="checkbox"/>
			<input checked="" type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>

Return Code Editor window

Edit a return code

- 1 On the Return Code Editor window, double-click the return code that you want to edit. The Create/Modify window is displayed.

RETURN CODE	REPLAC
DESCRIPTION	REPLACE ITEM
CODE TYPE	A

Save Exit/Cancel

Create/Modify window

- 2 Edit the description and code type as necessary.
- 3 Click **Save** to save any changes and close the Create/Modify window.

Add a return code

- 1 On the Return Code Editor window, click **Create Record**. The Create/Modify window is displayed.
- 2 In the Return Code field, enter a code for the return.
- 3 In the Description field, enter a description for the return.
The description states either the reason for the return or the action to be taken with the returned merchandise.
- 4 In the Code Type field, enter A for an action code or R for a reason code.
- 5 Click **Save** to save the change and close the Create/Modify window.

Delete a return code

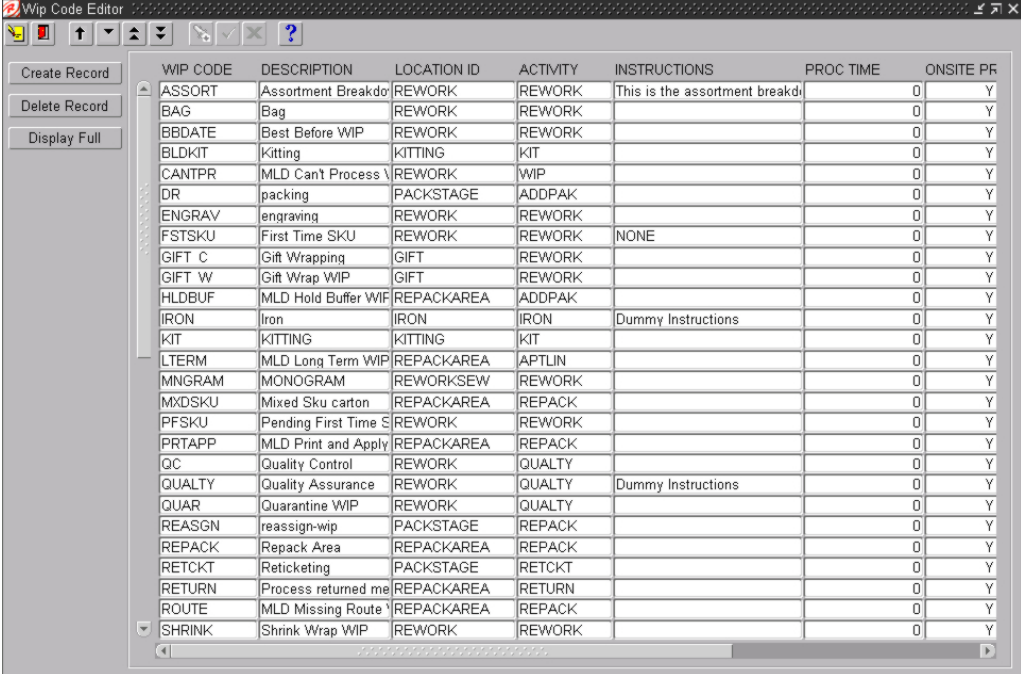
- 1 On the Return Code Editor window, select the return code that you want to delete.
- 2 Click **Delete Record**.
- 3 When prompted to delete the record, click **Yes**.

Exit the Return Code Editor window

- Click the exit  button to close the window.

Maintain WIP codes

- **Navigate:** From the main menu, select Support Functions > Processing>Returns Setup > WIP Code Editor. The current WIP codes are displayed in the WIP Code Editor window.



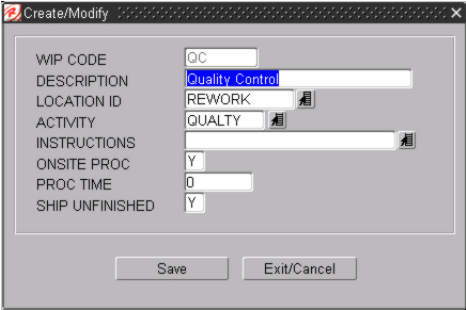
WIP CODE	DESCRIPTION	LOCATION ID	ACTIVITY	INSTRUCTIONS	PROC TIME	ONSITE PR
ASSORT	Assortment Breakdown	REWORK	REWORK	This is the assortment breakdown	0	Y
BAG	Bag	REWORK	REWORK		0	Y
BBDAT	Best Before WIP	REWORK	REWORK		0	Y
BLDKIT	Kitting	KITTING	KIT		0	Y
CANTPR	MLD Can't Process	REWORK	WIP		0	Y
DR	packing	PACKSTAGE	ADDDPAK		0	Y
ENGRAV	engraving	REWORK	REWORK		0	Y
FSTSKU	First Time SKU	REWORK	REWORK	NONE	0	Y
GIFT C	Gift Wrapping	GIFT	REWORK		0	Y
GIFT W	Gift Wrap WIP	GIFT	REWORK		0	Y
HLDBUF	MLD Hold Buffer WIP	REPACKAREA	ADDDPAK		0	Y
IRON	Iron	IRON	IRON	Dummy Instructions	0	Y
KIT	KITTING	KITTING	KIT		0	Y
LTERM	MLD Long Term WIP	REPACKAREA	APTLIN		0	Y
MNGRAM	MONOGRAM	REWORKSEW	REWORK		0	Y
MXDSKU	Mixed Sku carton	REPACKAREA	REPACK		0	Y
PFSKU	Pending First Time S	REWORK	REWORK		0	Y
PRTAPP	MLD Print and Apply	REPACKAREA	REPACK		0	Y
QC	Quality Control	REWORK	QUALITY		0	Y
QUALTY	Quality Assurance	REWORK	QUALITY	Dummy Instructions	0	Y
QUAR	Quarantine WIP	REWORK	QUALITY		0	Y
REASGN	reassign-wip	PACKSTAGE	REPACK		0	Y
REPACK	Repack Area	REPACKAREA	REPACK		0	Y
RETCKT	Reticketing	PACKSTAGE	RETCKT		0	Y
RETURN	Process returned material	REPACKAREA	RETURN		0	Y
ROUTE	MLD Missing Route	REPACKAREA	REPACK		0	Y
SHRINK	Shrink Wrap WIP	REWORK	REWORK		0	Y

WIP Code Editor window

Note: To view the instructions for a WIP code in a separate window, select the WIP code and click **Display Full**.

Edit a WIP code

- 1 On the WIP Code Editor window, double-click the WIP code that you want to edit. The Create/Modify window is displayed.





WIP CODE	QC
DESCRIPTION	Quality Control
LOCATION ID	REWORK
ACTIVITY	QUALITY
INSTRUCTIONS	
ONSITE PROC	Y
PROC TIME	0
SHIP UNFINISHED	Y

Save Exit/Cancel

Create/Modify window

- 2 Edit the enabled fields as necessary.
- 3 Click **Save** to save any changes and close the Create/Modify window.

Add a WIP code

- 1 On the WIP Code Editor window, click **Create Record**. The Create/Modify window is displayed.
- 2 In the WIP Code and Description fields, enter a code and description for the WIP.
- 3 In the Location ID field, enter the ID of the location where the activity takes place, or click the LOV  button and select the location.
- 4 In the Activity field, enter the code for the activity associated with the WIP, or click the LOV  button and select the activity.
- 5 In the Instructions field, enter instructions for the activity if it pertains to gift wrapping or personalization.
- 6 In the Onsite Proc field, enter Y (Yes) if the WIP is handled at the distribution center or N (No) if it is handled off-site.
- 7 In the Proc Time field, enter the standard processing time in minutes.
- 8 In the Ship Unfinished field, enter Y (Yes) if merchandise may be shipped even if the WIP is not processed or N (No) if the WIP must be processed.
- 9 Click **Save** to save the changes and close the Create/Modify window.

Delete a WIP code

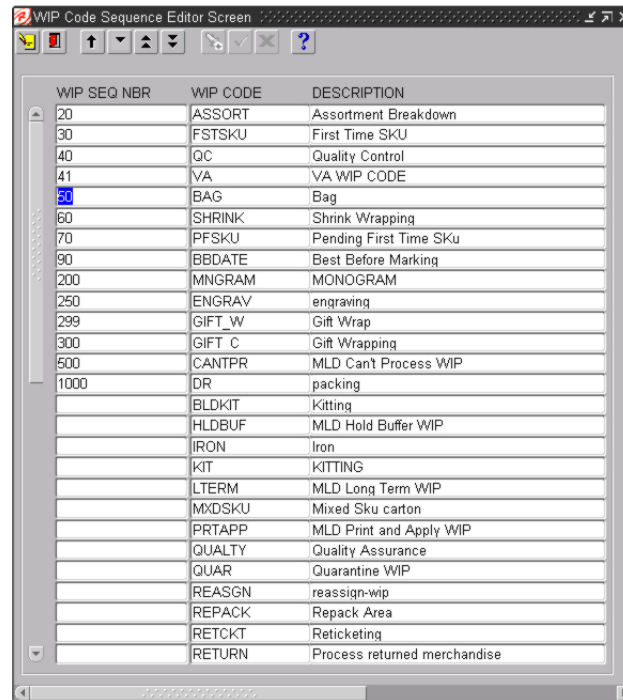
- 1 On the WIP Code Editor window, select the WIP code that you want to delete.
- 2 Click **Delete Record**.
- 3 When prompted to delete the record, click **Yes**.

Exit the WIP Code Editor window

- Click the exit  button to close the window.

Maintain WIP code sequences

- **Navigate:** From the main menu, select Support Functions > Processing>Returns Setup > WIP Code Sequence Editor. The current WIP code sequences are displayed in the WIP Code Sequence Editor Screen window.

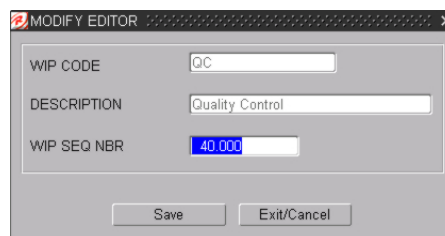


WIP SEQ NBR	WIP CODE	DESCRIPTION
20	ASSORT	Assortment Breakdown
30	FSTSKU	First Time SKU
40	QC	Quality Control
41	VA	VA WIP CODE
50	BAG	Bag
60	SHRINK	Shrink Wrapping
70	PFSKU	Pending First Time SKU
90	BBDATE	Best Before Marking
200	MNGRAM	MONOGRAM
250	ENGRAV	engraving
299	GIFT_W	Gift Wrap
300	GIFT_C	Gift Wrapping
500	CANTPR	MLD Can't Process WIP
1000	DR	packing
	BLDKIT	Kitting
	HLDBUF	MLD Hold Buffer WIP
	IRON	Iron
	KIT	KITTING
	LTERM	MLD Long Term WIP
	MXDSKU	Mixed Sku carton
	PRTAPP	MLD Print and Apply WIP
	QUALTY	Quality Assurance
	QUAR	Quarantine WIP
	REASGN	reassign-wip
	REPACK	Repack Area
	RETCKT	Reticketing
	RETURN	Process returned merchandise

WIP Code Sequence Editor Screen window

Edit a WIP code sequence

- 1 On the WIP Code Sequence Editor Screen window, double-click the WIP code that you want to edit. The Modify Editor window is displayed.



WIP CODE	QC
DESCRIPTION	Quality Control
WIP SEQ NBR	40,000

Save Exit/Cancel

Modify Editor window

- 2 Edit the sequence number as necessary.
- 3 Click **Save** to save any changes and close the Modify Editor window.

Exit the WIP Code Sequence Editor Screen window

- Click the exit  button to close the window.

Maintain WIP code processing assignments

- **Navigate:** From the main menu, select Support Functions > Processing>Returns Setup > WIP Process Editor. The current WIP code processing assignments are displayed in the WIP Process window.

[illegible]

WIP Process window

Edit an assignment

- 1 On the WIP Process window, double-click the assignment that you want to edit. The Create/Modify window is displayed.

Create/Modify

WIP CODE: FSTSKU

WIP DESCRIPTION: First Time SKU

MULTI SKU: ☐ N

QUALITY ASSURANCE: ☐ Y

CARTON PROCESS: ☐ N


REWORK: ☒

Save Exit/Cancel

Create/Modify window

- 2 Select the appropriate option or enter N in each box in order to clear the selections.
- 3 Select or clear the Rework check box as necessary.
- 4 Click **Save** to save any changes and close the Create/Modify window.

Add an assignment

- 1 On the WIP Process window, click **Create Record**. The Create/Modify window is displayed.
- 2 In the WIP Code field, enter the WIP code, or click the LOV  button and select the WIP code.
- 3 Select the appropriate option. To clear all the options, enter N (No) in the boxes to the far right of each option.

Note: When you select an option, you indicate on which window DC personnel will process the WIP code.

- 4 Select or clear the Rework check box.

Note: Select the Rework check box if you want DC personnel to process the WIP code through the Rework Screen window. The Rework Screen window provides access to each of the WIP processing windows from which you chose in the previous step.

- 5 Click **Save** to save the changes and close the Create/Modify window.

Delete an assignment

- 1 On the WIP Process window, select the assignment that you want to delete.
- 2 Click **Delete Record**.
- 3 When prompted to delete the record, click **Yes**.

Exit the WIP Process window

- Click the exit  button to close the window.


Maintain process types

- ➔ **Navigate:** From the main menu, select Support Functions > Processing>Returns Setup > Process Type Editor. The Process Type Editor window is displayed.





PROCESS TYPE	DESCRIPTION	OPTIMIZE	SYSTEM IND
SHIP	Ship Merchandise	<input checked="" type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>

Process Type Editor window

Display all process types

- Click the execute query  button.

Display a process type

- If any process types are currently displayed, click the clear  button.
- Click the enter query  button.
- In the Process Type query field, enter the name of the process type, or click the LOV  button and select the process type.
- Click the execute query  button. The process type that matches the search criterion is displayed.

Note: If you enter a partial name in the Process Type query field, all process types that begin with the same characters will be displayed.

Edit a process type

- 1 On the Process Type Editor window, double-click the process type that you want to edit. The Create/Modify window is displayed.

The 'Create/Modify' window is a small dialog box with a title bar. It contains three input fields: 'PROCESS TYPE' with the value 'SHIP', 'DESCRIPTION' with the value 'Ship Merchandise', and 'OPTIMIZE' which is a checked checkbox. At the bottom, there are two buttons: 'Save' and 'Exit/Cancel'.

Create/Modify window

Note: You cannot edit a process type if the system indicator is selected.

- 2 Edit the description and optimize option as necessary.
- 3 Click **Save** to save any changes and close the Create/Modify window.

Add a process type

- 1 On the Process Type Editor window, click **Create Record**. The Create/Modify window is displayed.
- 2 In the Process Type and Description fields, enter a name and description for the process type.
- 3 Click **Save** to save the changes and close the Create/Modify window.

Assign presentation types to a process type

- 1 On the Process Type Editor window, select the process type that you want to edit.
- 2 Click **Assign Presen**. The Assign Presentation Types window is displayed.

The 'Assign Presentation Types' window is a larger dialog box. It has a title bar and a main area divided into two panes. The top section contains 'PROCESS TYPE' (SHIP) and 'DESCRIPTION' (SHIP MERCHANDISE). The left pane, titled 'AVAILABLE PRES. TYPES', has a table with columns 'TRANS. TIMING' and 'SYSTEM IND'. It lists 'BACKGROUND' (REAL), 'LABEL' (POST), and 'PAPER' (POST), each with a checkbox. The right pane, titled 'ASSIGNED PRES. TYPES', has a table with columns 'TRANS. TIMING' and 'SYSTEM IND'. It lists 'RF' (REAL) with a checkbox. Between the panes are buttons: 'Assign -->', 'Assign All -->', '<-- Unassign', and '<-- Unassign All'. At the bottom are 'Save' and 'Exit/Cancel' buttons.

Assign Presentation Types window

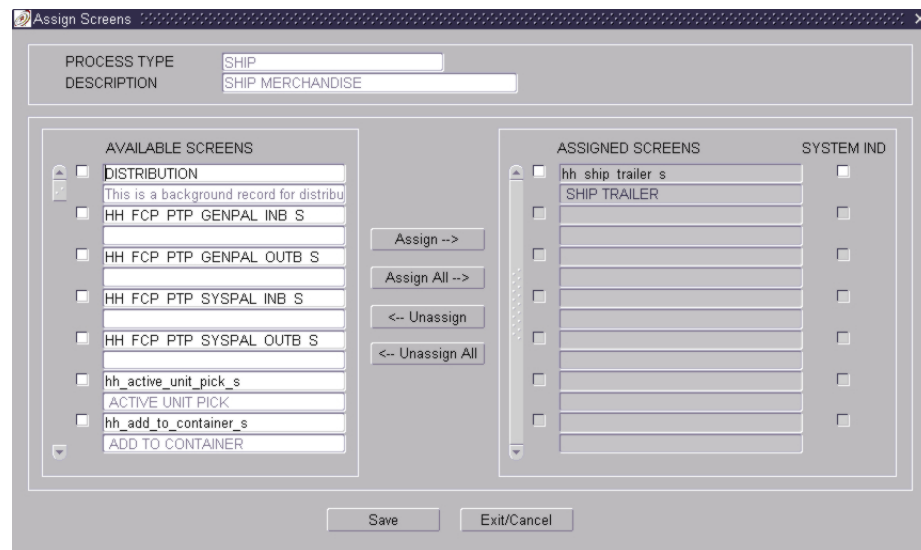
- 3 To assign presentation types:
 - a Select the check box next to the desired presentation types on the Available Pres Types table.
 - b Click **Assign**. The selected presentation types are moved to the Assigned Pres Types table.

- 4 To remove assigned presentation types:
 - a Select the check box next to the desired presentation types on the Assigned Pres Types table.
 - b Click **Unassign**. The selected presentation types are moved to the Available Pres Types table.
- 5 To prevent users from removing an assigned presentation type, select the System Ind check box next to the appropriate presentation types in the Assigned Pres Types table.
- 6 Click **Save** to save any changes and close the Assign Presentation Types window.

Note: In the Assign Presentation Types window, you can 1) click **Assign All** to move all presentation types to the Assigned Pres Types table or 2) click **Unassign All** to move all presentation types to the Available Pres Types table. All presentation types are moved whether or not the check boxes are selected.

Assign RF screens to a process type

- 1 On the Process Type Editor window, select the process type that you want to edit.
- 2 Click **Assign Screens**. The Assign Screens window is displayed.



Assign Screens window

- 3 To assign screens:
 - a Select the check box next to the desired screens on the Available Screens table.
 - b Click **Assign**. The selected screens are moved to the Assigned Screens table.

- 4 To remove assigned screens:
 - a Select the check box next to the desired screens on the Assigned Screens table.
 - b Click **Unassign**. The selected screens are moved to the Available Screens table.
- 5 To prevent users from removing an assigned screen, select the System Ind check box next to the appropriate screens in the Assigned Screens table.
- 6 Click **Save** to save any changes and close the Assign Screens window.

Note: In the Assign Screens window, you can 1) click **Assign All** to move all screens to the Assigned Screens table or 2) click **Unassign All** to move all screens to the Available Screens table. All screens are moved whether or not the check boxes are selected.

Delete a process type

- 1 On the Process Type Editor window, select the process type that you want to delete.

Note: You cannot delete a process type if the system indicator is selected or if any presentation types or screens have been assigned to the process type.

- 2 Click **Delete Record**.
- 3 When prompted to delete the record, click **Yes**.

Exit the Process Type Editor window

- Click the exit  button to close the window.


Maintain processes

- **Navigate:** From the main menu, select Support Functions > Processing/Returns Setup > Process Editor. The Process Editor window is displayed.




[illegible]



Process Editor window

Display all processes

- Click the execute query  button.

Display a subset of processes

- 1 If any processes are currently displayed, click the clear  button.
- 2 Click the enter query  button.
- 3 To search for a single process, enter the name of the process in the Process Name query field, or click the LOV  button and select the process.

To search for processes of the same type, enter the name of the process type in the Process Type query field, or click the LOV  button and select the process type.
- 4 Click the execute query  button. The processes that match the search criterion are displayed.

Edit a process


- 1 On the Process Editor window, double-click the process that you want to edit. The Create/Modify window is displayed.

Create/Modify window




Note: You cannot edit a process if the system indicator is selected.

- 2 Edit the enabled fields as necessary.
- 3 Click **Save** to save any changes and close the Create/Modify window.

Add a process

- 1 On the Process Editor window, click **Create Record**. The Create/Modify window is displayed.
- 2 In the Process and Description fields, enter a name and description for the process.
- 3 In the Process Type field, enter the name of the process type, or click the LOV  button and select the process type.

Note: The choice of presentation types, RF screens, and transaction timing options is limited to those that were assigned to the selected process type.

- 4 Select the appropriate presentation type, screen name, transaction timing option in the appropriate fields.
- 5 If the process pertains to a picking transaction, enter the ID of the pick type in the Pick Type field, or click the LOV  button and select type pick type.
- 6 In the Activity Code field, enter the ID of the activity whose service standards should be associated with the process, or click the LOV  button and select the activity.
- 7 In the Label Configur field, enter the name of the label configuration should labels need to be printed, or click the LOV  button and select the label configuration.

- 8 In the RLM Specification ID field, enter the ID of the process specification from Retek Labor Management that you want to associate with the process.
- 9 To make the process available to item classes and location classes and to mark the process as a key performance indicator (KPI), select the appropriate check boxes.
- 10 To make the process available to users, select the Active check box.
- 11 Click **Save** to save the changes and close the Create/Modify window.

Activate RF function keys

- 1 On the Process Editor window, select the process that you want to edit.
- 2 Click **Activate Keys**. The existing keys for the RF screen that is associated with the process are displayed in the Process - Activate RF Function Keys window.

SUBSCREEN/CANVAS	FUNCTION KEY	ACTIVATE
BOILER_LABEL	EXIT	<input checked="" type="checkbox"/>
BOILER_LABEL	NEXT	<input checked="" type="checkbox"/>
BOILER_PALLET	EXIT	<input checked="" type="checkbox"/>
BOILER_PALLET	FULL	<input type="checkbox"/>
BOILER_PALLET	HOT PICK	<input type="checkbox"/>
BOILER_PICK	EXIT	<input checked="" type="checkbox"/>
BOILER TO LOC	EXIT	<input checked="" type="checkbox"/>
		<input type="checkbox"/>
		<input type="checkbox"/>
		<input type="checkbox"/>

Process - Activate RF Function Keys window

- 3 Select the Activate check box next to each function key that you want to make available to the user.
- 4 Click **Save** to save any changes and close the Process - Activate RF Function Keys window.

Assign equipment classes to the process

- 1 On the Process Editor window, select the process that you want to edit.
- 2 Click **Assign Eqp Cl**. The Assign Process Equipment Classes window is displayed.

Assign Process Equipment Classes window

- 3 To assign equipment classes:
 - a Select the check box next to the desired equipment classes on the Available Equip Class table.
 - b Click **Assign**. The selected equipment classes are moved to the Assigned Equip Class table.
- 4 To remove assigned equipment classes:
 - a Select the check box next to the desired equipment classes on the Assigned Equip Class table.
 - b Click **Unassign**. The selected equipment classes are moved to the Available Equip Class table.
- 5 To make the equipment classes available to users, select the check box next to the appropriate equipment classes in the Assigned Equip Class table.
- 6 To prevent users from removing an assigned equipment class, select the System Ind check box next to the appropriate equipment classes in the Assigned Equip Class table.
- 7 Click **Save** to save any changes and close the Assign Process Equipment Classes window.

Note: In the Assign Process Equipment Classes window, you can 1) click **Assign All** to move all equipment classes to the Assigned Equip Class table or 2) click **Unassign All** to move all equipment classes to the Available Equip Class table. All equipment classes are moved whether or not the check boxes are selected.

Delete a process

- 1 On the Process Editor window, select the process that you want to delete.

Note: You cannot delete a process if the system indicator is selected or if any equipment classes have been assigned to the process.

- 2 To delete the equipment classes from a process:
 - a Click **Assign Eqp Cl**. The Assign Equipment Classes window is displayed.
 - b Place the cursor in the Assigned Equip Class table.
 - c Click **Unassign All**. The equipment classes are moved to the Available Equip Classes table.
 - d Click **Save** to save the changes and close the Assign Equipment Classes window.
- 3 Click **Delete Record**.
- 4 When prompted to delete the record, click **Yes**.

Exit the Process Editor window

- Click the exit  button to close the window.

Maintain process attributes


- ➔ **Navigate:** From the main menu, select Support Functions > Processing>Returns Setup > Process Attribute Editor. The Process Attribute Editor window is displayed.

PROCESS NAME	ATTRIBUTE	ATTRIBUTE DESC	ATTRIBUTE TYPE	ATTRIBUTE TYF
U PICK DISTRIBUTION	CONSOL	Y	601	Consolidate




Process Attribute Editor window


Note: You can also access this window from the Process Editor window.


Display all process attributes

- Click the execute query  button.

Display a subset of process attributes

- If any process attributes are currently displayed, click the clear  button.
- Click the enter query  button.
- To search for a single process attribute, enter the ID of the process attribute in the Attribute query field, or click the LOV  button and select the process attribute.

To search for process attributes by process, enter the name of the process in the Process Name query field, or click the LOV  button and select the process.

- Click the execute query  button. The process attributes that match the search criterion are displayed.


Edit a process attribute

- 1 On the Process Attribute Editor window, double-click the process attribute that you want to edit. The Create/Modify window is displayed.

Create/Modify window

- 2 Select or clear the Attribute Enabled check box as necessary.
- 3 Click **Save** to save any changes and close the Create/Modify window.

Assign an attribute to a process

- 1 On the Process Attribute Editor window, click **Create Record**. The Create/Modify window is displayed.
- 2 In the Attribute field, enter the ID of the attribute you want to associate with the current process, or click the LOV  button and select the attribute.

If no process was identified on the Process Attribute Editor window, enter the name of the process in the Process Name field on the Create/Modify window.

- 3 To make the process attribute available to users, select the Attribute Enabled check box.
- 4 Click **Save** to save the changes and close the Create/Modify window.

Delete a process attribute

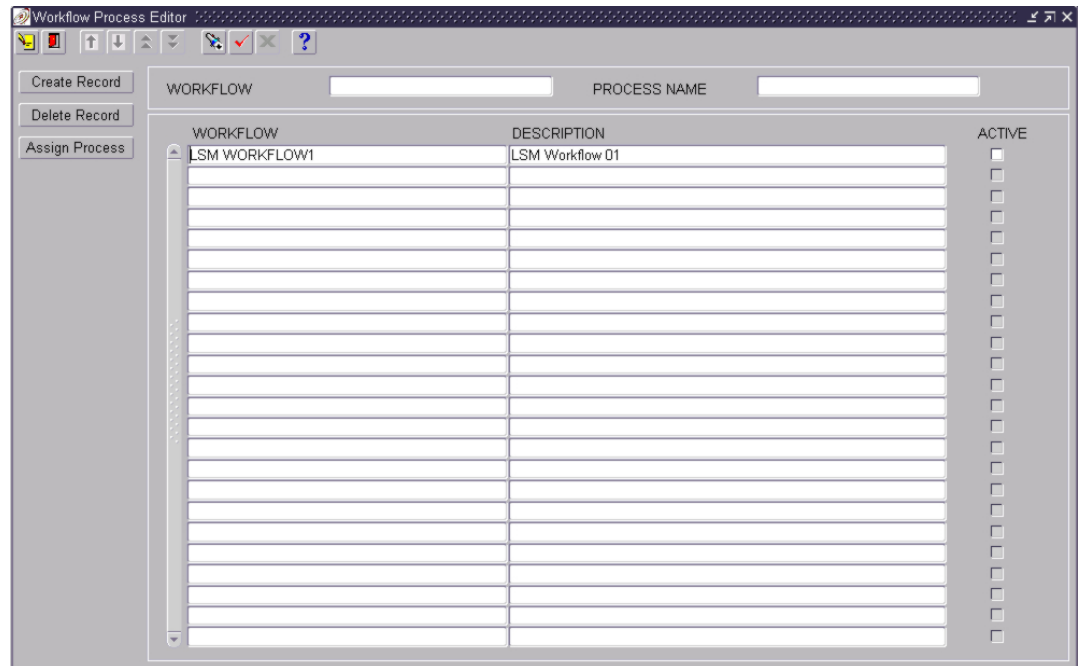
- 1 On the Process Attribute Editor window, select the attribute that you want to delete.
- 2 Click **Delete Record**.
- 3 When prompted to delete the record, click **Yes**.

Exit the Process Attribute Editor window

- Click the exit  button to close the window.


Maintain workflow processes

- **Navigate:** From the main menu, select Support Functions > Processing>Returns Setup > Workflow Process Editor. The Workflow Process Editor window is displayed.








Workflow Process Editor window

Display all workflows

- Click the execute query  button.

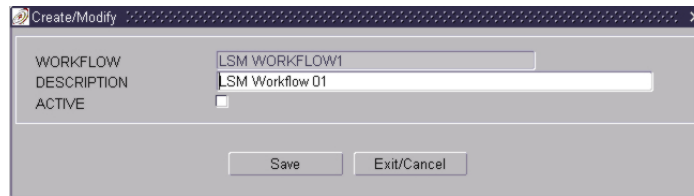
Display a subset of workflows

- If any workflows are currently displayed, click the clear  button.
- Click the enter query  button.
- To display a specific workflow record, enter the ID of the name of the workflow in the Workflow query field, or click the LOV  button and select the workflow.

To display all workflows containing a specific process, enter the name of the process in the Process Name field, or click the LOV  button and select the process.
- Click the execute query  button. The workflows that match the search criterion are displayed.

Edit a workflow

- 1 On the Workflow Process Editor window, double-click the workflow that you want to edit. The Create/Modify window is displayed.



The screenshot shows the 'Create/Modify' window. It has three input fields: 'WORKFLOW' with the value 'LSM WORKFLOW1', 'DESCRIPTION' with the value 'LSM Workflow 01', and 'ACTIVE' with an unchecked checkbox. At the bottom, there are two buttons: 'Save' and 'Exit/Cancel'.

Create/Modify window

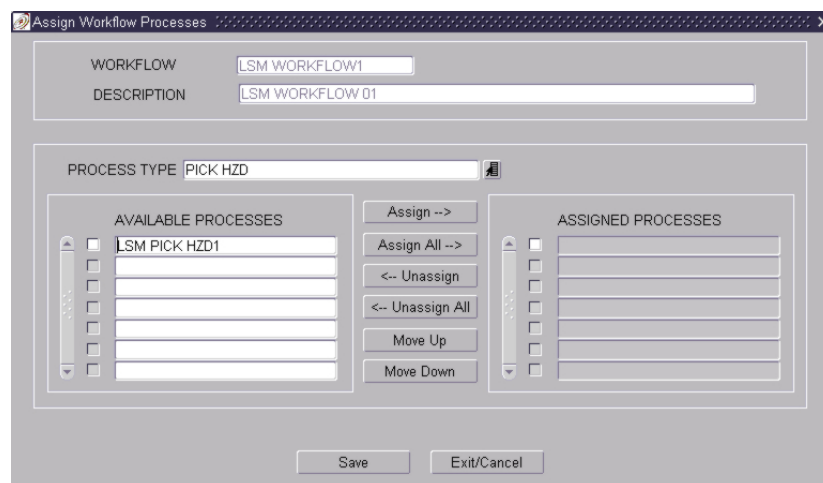
- 2 Edit the description and active option as necessary.
- 3 Click **Save** to save any changes and close the Create/Modify window.

Add a workflow

- 1 On the Workflow Process Editor window, click **Create Record**. The Create/Modify window is displayed.
- 2 In the Workflow and Description fields, enter a name and description for the workflow.
- 3 To make the workflow available to users, select the Active check box.
- 4 Click **Save** to save the changes and close the Create/Modify window.


Assign processes to a workflow

- 1 On the Workflow Process Editor window, select the workflow that you want to edit.
- 2 Click **Assign Process**. The Assign Workflow Processes window is displayed.



The screenshot shows the 'Assign Workflow Processes' window. At the top, there are fields for 'WORKFLOW' (LSM WORKFLOW1) and 'DESCRIPTION' (LSM WORKFLOW 01). Below these is a 'PROCESS TYPE' field with the value 'PICK HZD' and a small icon button. The main area is divided into two panes: 'AVAILABLE PROCESSES' on the left and 'ASSIGNED PROCESSES' on the right. The 'AVAILABLE PROCESSES' pane has a list box containing 'LSM PICK HZD1' and several empty rows, with a vertical scrollbar on the left. The 'ASSIGNED PROCESSES' pane has an empty list box with a vertical scrollbar on the left. Between the panes are buttons: 'Assign -->', 'Assign All -->', '<-- Unassign', '<-- Unassign All', 'Move Up', and 'Move Down'. At the bottom, there are 'Save' and 'Exit/Cancel' buttons.

Assign Workflow Processes

- 3 [Optional] To filter the processes listed in the Available Processes table, enter the name of a process type in the Process Type field, or click the LOV  button and select the process type.

- 4 To assign processes:
 - a Select the check box next to the desired processes on the Available Processes table.
 - b Click **Assign**. The selected processes are moved to the Assigned Processes table.
- 5 To remove assigned processes:
 - a Select the check box next to the desired processes on the Assigned Processes table.
 - b Click **Unassign**. The selected processes are moved to the Available Processes table.
- 6 Click **Save** to save any changes and close the Assign Workflow Processes window.

Note: In the Assign Workflow Processes window, you can 1) click **Assign All** to move all processes to the Assigned Processes table or 2) click **Unassign All** to move all processes to the Available Processes table. All processes are moved whether or not the check boxes are selected.

Resequence the processes in a workflow

- 1 On the Workflow Process Editor window, select the workflow that you want to edit.
- 2 Click **Assign Process**. The available and assigned processes for the workflow are displayed in the Assign Workflow Processes window.
- 3 To resequence the assigned processes:
 - a Select the process to be moved.
 - b To move the process closer to the top of the list, click **Move Up**.
 - c To move the process closer to the bottom of the list, click **Move Down**.
- 4 Click **Save** to save any changes and close the Assign Workflow Processes window.

Delete a workflow

- 1 On the Workflow Process Editor window, select the workflow that you want to delete.

Note: You cannot delete a workflow if any processes are assigned to the workflow.

- 2 Click **Delete Record**.
- 3 When prompted to delete the record, click **Yes**.

Exit the Workflow Process Editor window

- Click the exit  button to close the window.


Maintain cycle count plans

- **Navigate:** From the main menu, select Support Functions > Processing/Returns Setup > Cycle Count Planning. The Cycle Count Planning window is displayed.





[illegible]

Cycle Count Planning window

Display all plans

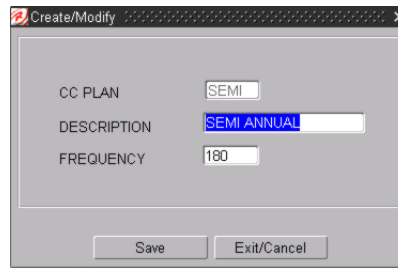
- Click the execute query  button.

Display a plan

- 1 If any plans are currently displayed, click the clear  button.
- 2 Click the enter query  button.
- 3 In the CC Plan query field, enter all or part of the plan's name, or click the LOV  button and select the plan.
- 4 Click the execute query  button. The plans that match the name or partial name are displayed.

Edit a plan

- 1 On the Cycle Count Planning window, double-click the plan that you want to edit. The Create/Modify window is displayed.

*Create/Modify window*

- 2 Edit the description and frequency (in days) as necessary.
- 3 Click **Save** to save any changes and close the Create/Modify window.

Add a plan

- 1 On the Cycle Count Planning window, click **Create Record**. The Create/Modify window is displayed.
- 2 In the CC Plan and Description fields, enter the name and description of the plan.
- 3 In the Frequency field, enter how often, in days, that the cycle count must be performed.
- 4 Click **Save** to save the changes and close the Create/Modify window.

Delete a plan

- 1 On the Cycle Count Planning window, select the plan that you want to delete.
- 2 Click **Delete Record**.
- 3 When prompted to delete the record, click **Yes**.

Exit the Cycle Count Planning window

- Click the exit  button to close the window.

User/task setup

Overview

The User/Task Setup module increases labor efficiency by controlling the delegation of work to individuals in a real-time, interactive manner.

Upon starting an RF session, a user chooses task optimization mode. In this mode, the user enters the type of equipment being used, a start and end location, and a task group. After entering a few additional parameters, the appropriate tasks are automatically assigned to the user.

Tasks are assigned to users based on the rules defined for the distribution center.

Business process

When planning task assignments, the two primary components to set up are users and tasks. Once those are defined, you can assign users to task groups. The system then assigns the appropriate tasks to users and you can edit the resulting assignments.

Users

- Set up user classes and assign processes to each user class. User classes are used to group users who perform similar tasks.
- Identify users. Provide them with the appropriate level of access and enter their preferred language. Assign users to a user class and indicate their experience levels for picking and packing activities.

Tasks

- Define activities. When defined, you set the service standards for each activity. In particular, you indicate whether the activity should appear in the task queue. If the activity is included in the task queue, a priority level must be set. Link each activity to a process.
- Assign primary and secondary equipment classes to each activity.
- Create task groups. Activities that require the same equipment classes may be grouped into task groups. The tasks groups can then be assigned to users.

Users and tasks

- Assign users to a task group and restrict their task assignments to a particular region or zone. Indicate whether task assignments should be assigned in location order, priority order, or no particular order.
- Tasks appear in the task queue depending on which activities were chosen to appear there. Activities are automatically assigned to users based on how users and activities were set up in RDM. You can edit the priority or assigned user for tasks in the queue. You can also delete tasks from the queue.

Statistics pertaining to labor productivity can be viewed by date. The statistics can also be displayed on a graph.

Reports

The User Class Inquiry report lists all processes and users assigned to a user class.

The following reports provide labor productivity information:

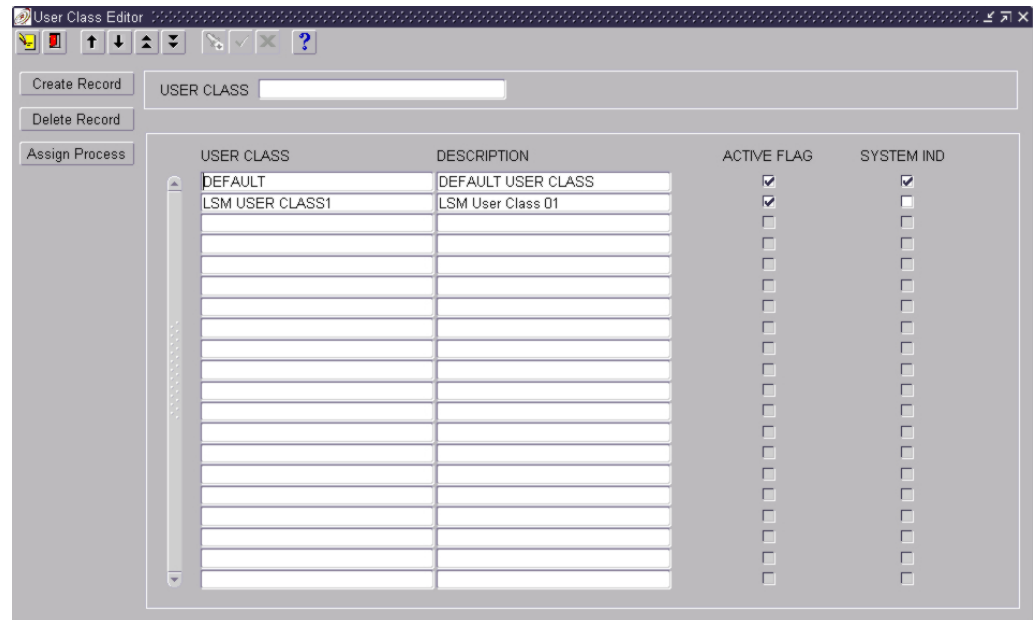
- Activity Productivity Summary report: Summarizes the activities performed for a specified date range.
- User Productivity Summary report: Summarizes the activities performed by user ID for a specified date range.

Both reports show the total hours worked, total number of operations performed, hourly performance rate, hourly performance standard, and comparison between the actual and standard performance rates.

Procedures


Maintain user classes

- **Navigate:** From the main menu, select Support Functions > User/Task Setup > User Class Editor. The User Class Editor window is displayed.







User Class Editor window

Display all user classes

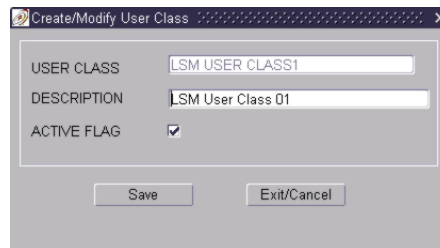
- Click the execute query  button.

Display a user class

- 1 If any user classes are currently displayed, click the clear  button.
- 2 Click the enter query  button.
- 3 In the User Class query field, enter the name of the user class, or click the LOV  button and select the user class.
- 4 Click the execute query  button. The user class that matches the search criterion is displayed.

Edit a user class

- 1 On the User Class Editor window, double-click the user class that you want to edit. The Create/Modify User Class window is displayed.



The 'Create/Modify User Class' window is a small dialog box with a title bar. It contains three input fields: 'USER CLASS' with the text 'LSM USER CLASS1', 'DESCRIPTION' with 'LSM User Class 01', and 'ACTIVE FLAG' with a checked checkbox. At the bottom are two buttons: 'Save' and 'Exit/Cancel'.

Create/Modify User Class window

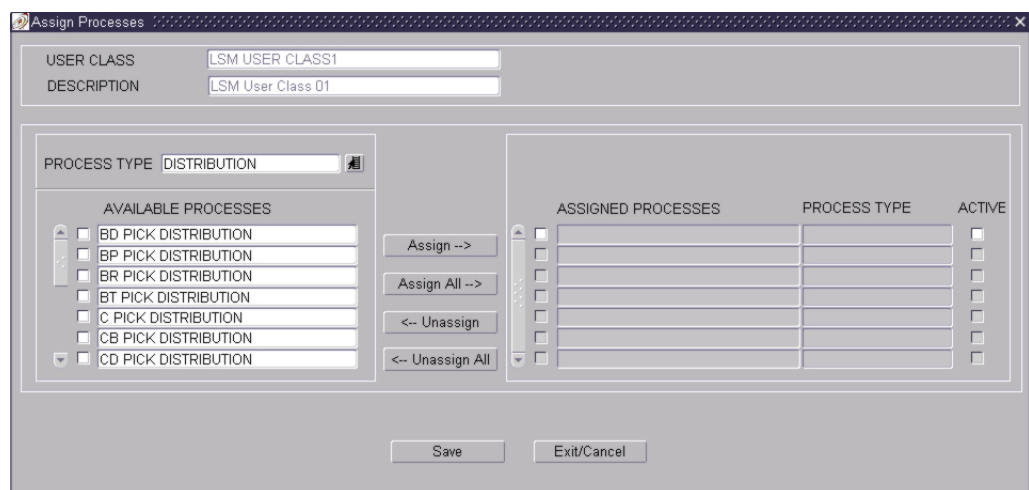
- 2 Edit the description and active status as necessary.
- 3 Click **Save** to save any changes and close the Create/Modify User Class window.

Add a user class

- 1 On the User Class Editor window, click **Create Record**. The Create/Modify User Class window is displayed.
- 2 In the User Class and Description fields, enter a name and description for the user class.
- 3 To make the user class available to users, select the Active Flag check box.
- 4 Click **Save** to save the changes and close the Create/Modify User Class window.


Assign processes

- 1 On the User Class Editor window, select the user class that you want to edit.
- 2 Click **Assign Process**. The Assign Processes window is displayed.



The 'Assign Processes' window is a larger dialog box. At the top, it has 'USER CLASS' (LSM USER CLASS1) and 'DESCRIPTION' (LSM User Class 01) fields. Below these is a 'PROCESS TYPE' dropdown set to 'DISTRIBUTION'. The main area is divided into two panes. The left pane, 'AVAILABLE PROCESSES', lists seven items: BD PICK DISTRIBUTION, BP PICK DISTRIBUTION, BR PICK DISTRIBUTION, BT PICK DISTRIBUTION, C PICK DISTRIBUTION, CB PICK DISTRIBUTION, and CD PICK DISTRIBUTION, each with a checkbox. The right pane, 'ASSIGNED PROCESSES', has columns for 'PROCESS TYPE' and 'ACTIVE', with five empty rows for assignment. Between the panes are buttons: 'Assign -->', 'Assign All -->', '<-- Unassign', and '<-- Unassign All'. At the bottom are 'Save' and 'Exit/Cancel' buttons.

Assign Processes window

- 3 [Optional] To filter the processes listed in the Available Processes table, enter the name of a process type in the Process Type field, or click the LOV  button and select the process type.
- 4 To assign processes:
 - a Select the check box next to the desired processes on the Available Processes table.
 - b Click **Assign**. The selected processes are moved to the Assigned Processes table.
- 5 To remove assigned processes:
 - a Select the check box next to the desired processes on the Assigned Processes table.
 - b Click **Unassign**. The selected processes are moved to the Available Processes table.
- 6 To make the assigned processes available to users, select the Active check box next to the appropriate processes.
- 7 Click **Save** to save any changes and close the Assign Processes window.

Note: In the Assign Processes window, you can 1) click **Assign All** to move all processes to the Assigned Processes table or 2) click **Unassign All** to move all processes to the Available Processes table. All processes are moved whether or not the check boxes are selected.

Delete a user class

- 1 On the User Class Editor window, select the user class that you want to delete.

Note: You cannot delete a user class if the system indicator is selected or if any processes have been assigned to the user class.

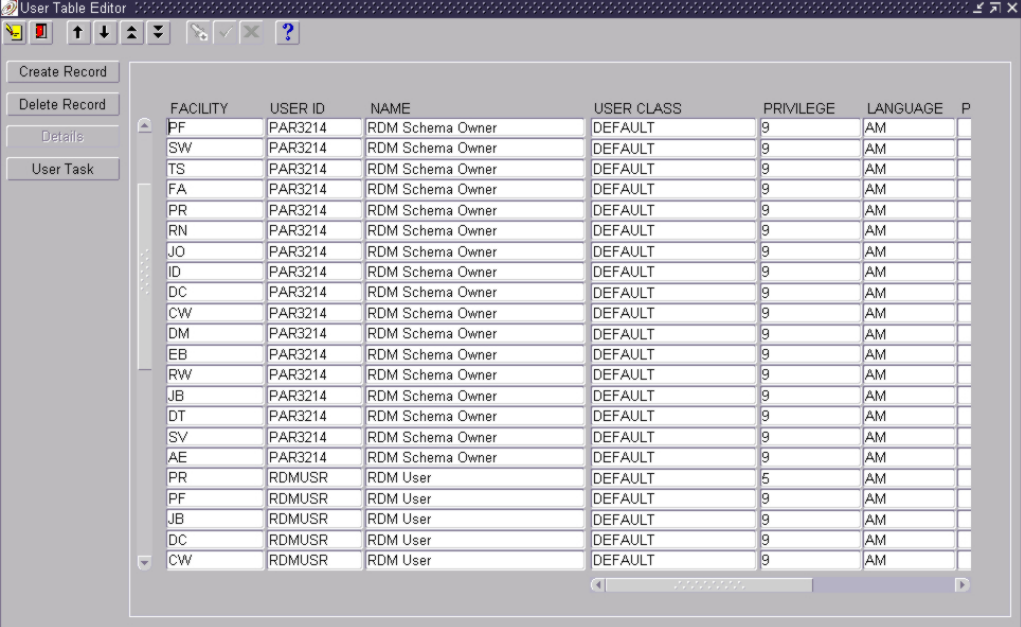
- 2 Click **Delete Record**.
- 3 When prompted to delete the record, click **Yes**.

Exit the User Class Editor window

- Click the exit  button to close the window.

Maintain users

- **Navigate:** From the main menu, select Support Functions > User/Task Setup > User Table Editor. The current users are displayed in the User Table Editor window.

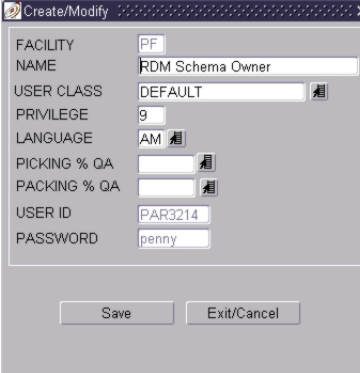


FACILITY	USER ID	NAME	USER CLASS	PRIVILEGE	LANGUAGE	P
PF	PAR3214	RDM Schema Owner	DEFAULT	9	AM	
SW	PAR3214	RDM Schema Owner	DEFAULT	9	AM	
TS	PAR3214	RDM Schema Owner	DEFAULT	9	AM	
FA	PAR3214	RDM Schema Owner	DEFAULT	9	AM	
PR	PAR3214	RDM Schema Owner	DEFAULT	9	AM	
RN	PAR3214	RDM Schema Owner	DEFAULT	9	AM	
JO	PAR3214	RDM Schema Owner	DEFAULT	9	AM	
ID	PAR3214	RDM Schema Owner	DEFAULT	9	AM	
DC	PAR3214	RDM Schema Owner	DEFAULT	9	AM	
CW	PAR3214	RDM Schema Owner	DEFAULT	9	AM	
DM	PAR3214	RDM Schema Owner	DEFAULT	9	AM	
EB	PAR3214	RDM Schema Owner	DEFAULT	9	AM	
RW	PAR3214	RDM Schema Owner	DEFAULT	9	AM	
JB	PAR3214	RDM Schema Owner	DEFAULT	9	AM	
DT	PAR3214	RDM Schema Owner	DEFAULT	9	AM	
SV	PAR3214	RDM Schema Owner	DEFAULT	9	AM	
AE	PAR3214	RDM Schema Owner	DEFAULT	9	AM	
PR	RDMUSR	RDM User	DEFAULT	5	AM	
PF	RDMUSR	RDM User	DEFAULT	9	AM	
JB	RDMUSR	RDM User	DEFAULT	9	AM	
DC	RDMUSR	RDM User	DEFAULT	9	AM	
CW	RDMUSR	RDM User	DEFAULT	9	AM	

User Table Editor window

Edit a user

- 1 On the User Table Editor window, double-click the user that you want to edit. The Create/Modify window is displayed.







FACILITY	PF
NAME	RDM Schema Owner
USER CLASS	DEFAULT
PRIVILEGE	9
LANGUAGE	AM
PICKING % QA	
PACKING % QA	
USER ID	PAR3214
PASSWORD	penny

Save Exit/Cancel

Create/Modify window

- 2 Edit the enabled fields as necessary.
- 3 Click **Save** to save any changes and close the Create/Modify window.

Add a user

- 1 On the User Table Editor window, click **Create Record**. The Create/Modify window is displayed.
- 2 In the Facility field, enter the ID of the facility, or click the LOV  button and select the facility.
- 3 In the Name field, enter the name of the user.
- 4 In the User Class field, enter the ID of the user class to which the user belongs, or click the LOV  button and select the user class.
- 5 In the Privilege field, enter the privilege level for the user.
- 6 In the Language field, enter the code for the user's language preference, or click the LOV  button and select the language.
- 7 In the Picking % QA and Packing % QA fields, enter the user's experience levels for those tasks, or click the LOV  button and select the experience levels.
- 8 In the User ID and Password fields, enter the user ID and password that the user must use in order to log on to RDM.
- 9 Click **Save** to save the changes and close the Create/Modify window.

Delete a user

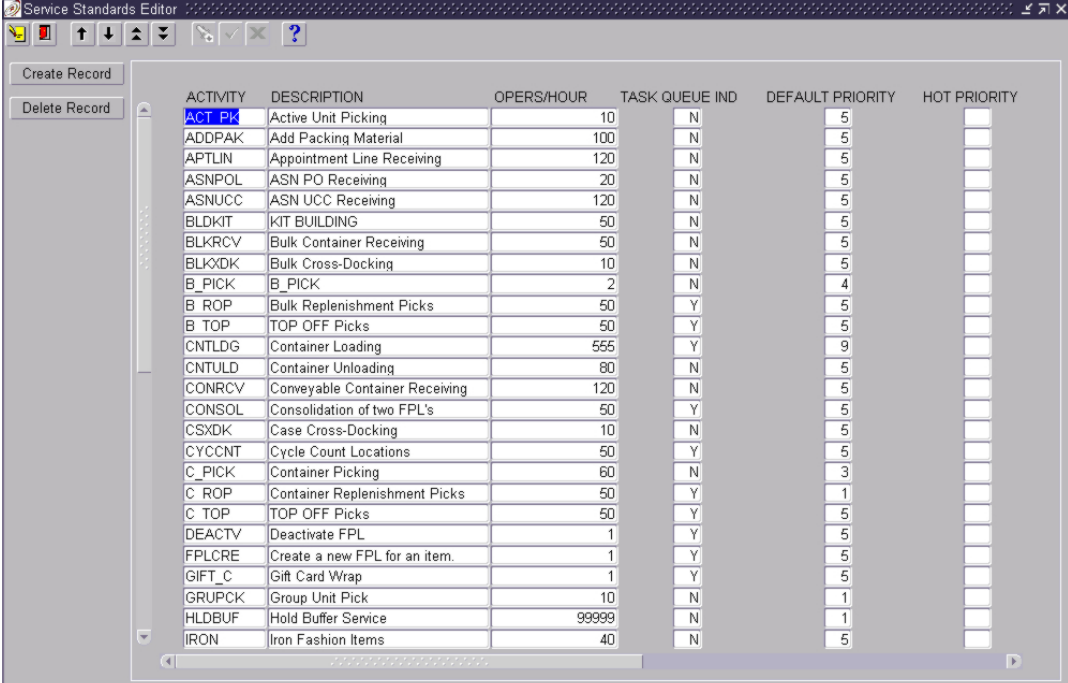
- 1 On the User Table Editor window, select the user that you want to delete.
- 2 Click **Delete Record**.
- 3 When prompted to delete the record, click **Yes**.

Exit the User Table Editor window

- Click the exit  button to close the window.

Maintain activity codes and service standards

- **Navigate:** From the main menu, select Support Functions > User/Task Setup > Service Standards Editor. The current activity codes and their service standards are displayed in the Service Standards Editor window.



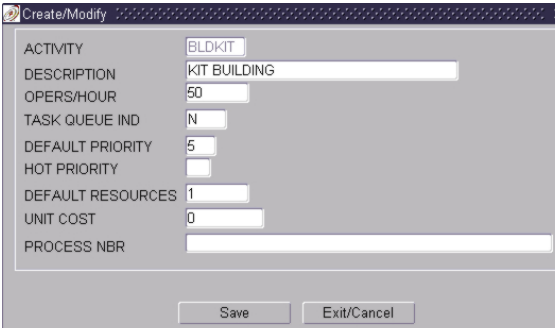
The Service Standards Editor window displays a table of activities with the following columns: ACTMVTY, DESCRIPTION, OPERS/HOUR, TASK QUEUE IND, DEFAULT PRIORITY, and HOT PRIORITY. The table contains 28 rows of data.

ACTMVTY	DESCRIPTION	OPERS/HOUR	TASK QUEUE IND	DEFAULT PRIORITY	HOT PRIORITY
ACT PK	Active Unit Picking	10	N	5	
ADDPK	Add Packing Material	100	N	5	
APTLIN	Appointment Line Receiving	120	N	5	
ASNPOL	ASN PO Receiving	20	N	5	
ASNUCC	ASN UCC Receiving	120	N	5	
BLDKIT	KIT BUILDING	50	N	5	
BLKRCV	Bulk Container Receiving	50	N	5	
BLKXDK	Bulk Cross-Docking	10	N	5	
B_PICK	B_PICK	2	N	4	
B ROP	Bulk Replenishment Picks	50	Y	5	
B TOP	TOP OFF Picks	50	Y	5	
CNTLDG	Container Loading	555	Y	9	
CNTULD	Container Unloading	80	N	5	
CONRCV	Conveyable Container Receiving	120	N	5	
CONSOL	Consolidation of two FPL's	50	Y	5	
CSXDK	Case Cross-Docking	10	N	5	
CYCCNT	Cycle Count Locations	50	Y	5	
C_PICK	Container Picking	60	N	3	
C ROP	Container Replenishment Picks	50	Y	1	
C TOP	TOP OFF Picks	50	Y	5	
DEACTV	Deactivate FPL	1	Y	5	
FPLCRE	Create a new FPL for an item.	1	Y	5	
GIFT_C	Gift Card Wrap	1	Y	5	
GRUPCK	Group Unit Pick	10	N	1	
HLDBUF	Hold Buffer Service	99999	N	1	
IRON	Iron Fashion Items	40	N	5	

Service Standards Editor window

Edit an activity

- 1 On the Service Standards Editor window, double-click the activity that you want to edit. The Create/Modify window is displayed.



The Create/Modify window displays the following fields for activity BLDKIT:

ACTMVTY	BLDKIT
DESCRIPTION	KIT BUILDING
OPERS/HOUR	50
TASK QUEUE IND	N
DEFAULT PRIORITY	5
HOT PRIORITY	
DEFAULT RESOURCES	1
UNIT COST	0
PROCESS NBR	

Buttons: Save, Exit/Cancel

Create/Modify window

- 2 Edit the description and service standards as necessary.
- 3 Click **Save** to save any changes and close the Create/Modify window.

Add an activity

- 1 On the Service Standards Editor window, click **Create Record**. The Create/Modify window is displayed.
- 2 In the Activity and Description fields, enter a name and description for the activity.
- 3 In the Opers/Hour field, enter the estimated number of operations per hour. This sets a standard for labor productivity.
- 4 In the Task Queue Ind field, enter Y (Yes) or N (No) to indicate whether the activity should be listed in the task queue.

Note: This is essential if you intend to track tasks using the task management functionality.

- 5 If you enter Y in the Task Queue Ind field, enter the default priority of the activity in the Default Priority field.

Note: The priority ranges from 1 (highest) to 9 (lowest).

- 6 In the Hot Priority field, enter a number to represent the raise in priority when an activity must be expedited.

For example: If the default priority is 6 and the hot priority is 2, then the priority is raised to 4.
- 7 In the Default Resources field, enter the number of resources (personnel) that are available for the activity.
- 8 In the Unit Cost field, enter the cost of processing a unit for the activity.
- 9 In the Process Nbr field enter the name of the process that you want to associate with the activity.
- 10 Click **Save** to save the changes and close the Create/Modify window.




Delete an activity

- 1 On the Service Standards Editor window, select the activity that you want to delete.
- 2 Click **Delete Record**.
- 3 When prompted to delete the record, click **Yes**.

Exit the Service Standards Editor window

- Click the exit  button to close the window.

Add an assignment

- 1 On the Activity Equipment window, click **Create Record**. The Create/Modify window is displayed.
- 2 In the Activity Code field, enter the code for the activity, or click the LOV  button and select the activity.
- 3 In the Primary Equipment Class field, enter the name of the primary equipment class, or click the LOV  button and select the equipment class.
- 4 [Optional] In the Secondary Equipment Class field, enter the name of the secondary equipment class, or click the LOV  button and select the equipment class.
- 5 Click **Save** to save the changes and close the Create/Modify window.

Delete an assignment

- 1 On the Activity Equipment window, select the assignment that you want to delete.
- 2 Click **Delete Record**.
- 3 When prompted to delete the record, click **Yes**.

Exit the Activity Equipment window

- Click the exit  button to close the window.

Edit a task group

- 1 On the Task Group Editor window, double-click the task group record that you want to edit. The Create/Modify window is displayed.

The screenshot shows a 'Create/Modify' dialog box with the following fields and values:

TASK GROUP	ABC
DESCRIPTION	ism task group
ACTIVITY CODE	GIFT C
DESCRIPTION	Gift Card Wrap



Buttons at the bottom: Save, Exit/Cancel.

Create/Modify window

- 2 Edit the task group description and activity as necessary.
- 3 Click **Save** to save any changes and close the Create/Modify window.

Add a task group

Note: You can use this procedure to add another activity to an existing task group or add a new task group.

- 1 On the Task Group Editor window, click **Create Record**. The Create/Modify window is displayed.
- 2 In the Task Group field, enter the code for a new task group, or click the LOV  button and select an existing task group.
- 3 In the Description field, enter or edit the description of the task group.
- 4 In the Activity Code field, enter the code for the activity that you want to add to the task group, or click the LOV  button and select the activity.
- 5 Click **Save** to save the changes and close the Create/Modify window.

Delete a task group

- 1 On the Task Group Editor window, select the task group record that you want to delete.
- 2 Click **Delete Record**.
- 3 When prompted to delete the record, click **Yes**.

Exit the Task Group Editor window

- Click the exit  button to close the window.

Maintain user task assignments

- **Navigate:** From the main menu, select Support Functions > User/Task Setup > User Task Editor. The current assignments are displayed in the User Task Editor window.

[illegible]

User Task Editor window

Note: You can also access this window from the User Table Editor window.

Edit an assignment

- 1 On the User Task Editor window, double-click the assignment that you want to edit. The Create/Modify window is displayed.

Create/Modify

USER ID: PAR3214

TASK GROUP: ABC

DESCRIPTION: lsm task group

REGION:

ZONE: SH




ORDER: ☐ LOCATION ☐ PRIORITY ☒ NO ORDER

Save Exit/Cancel

Create/Modify window

- 2 Edit the enabled fields as necessary.
- 3 Click **Save** to save any changes and close the Modify window.

Add an assignment

- 1 On the User Task Editor window, click **Create Record**. The Create/Modify window is displayed.
- 2 In the User ID field, enter the ID of the user, or click the LOV  button and select the user.
- 3 In the Task Group field, enter the ID of the task group, or click the LOV  button and select the task group.
- 4 In the Region and Zone fields, enter the ID of each, or click the LOV  buttons and select the region or zone.

Note: Restricting the user to a region or zone is optional.

- 5 Select the order in which tasks should be assigned. The order may be by location, priority, or no particular order.
- 6 Click **Save** to save the changes and close the Create/Modify window.

Delete an assignment

- 1 On the User Task Editor window, select the assignment that you want to delete.
- 2 Click **Delete Record**.
- 3 When prompted to delete the record, click **Yes**.

Exit the User Task Editor window

- Click the exit  button to close the window.

Maintain the task queue


➔ **Navigate:** From the main menu, select Support Functions > User/Task Setup > Task Maintenance. The Task Maintenance window is displayed.

ZONE	TASK ID	PRIORITY	STATUS	LOCATION ID	ACTIVITY CODE	ASSIGNED USER	WAVE NBR
01	5739	5	NS	REWORK	MOVE		
	5854	5	NS	REWORK	MOVE		
	5906	5	NS	RD01	MOVE		
	5907	5	NS	RD01	MOVE		
	5908	5	NS	RD01	MOVE		
	6091	5	NS	PACKSTAGE	MOVE		
	6103	5	NS	PACKSTAGE	MOVE		
	6125	5	NS	PACKSTAGE	MOVE		
	6162	5	NS	PACKSTAGE	MOVE		
	6169	5	NS	PACKSTAGE	MOVE		
	6170	5	NS	PACKSTAGE	MOVE		
	6174	5	NS	PACKSTAGE	MOVE		
	9040	5	NS	IN-TRANSIT	MOVE		
	9041	5	NS	PACKSTAGE	MOVE		




TOTAL TASKS	14	FPL/FCPL CREATIONS	0
CARTON STORAGE PUTAWAY	0	PALLET STORAGE PUTAWAY	0
CASE STOPS	0	PALLET STOPS	0
CASE CARTONS	0	PALLET CARTONS	0

Task Maintenance window

Display all tasks

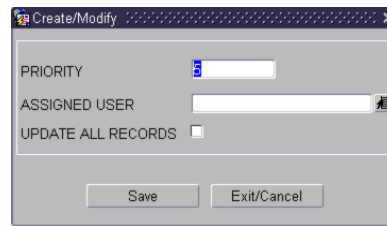
- Click the execute query  button.

Display a subset of tasks

- If any tasks are currently displayed, click the clear  button.
- Click the enter query  button.
- Enter criteria in one or more of the query fields.
- Click the execute query  button. The tasks that match the criteria are displayed.

Edit one or multiple tasks

- 1 On the Task Maintenance window, double-click the task that you want to edit. The Create/Modify window is displayed.

*Create/Modify window*

- 2 Edit the priority and assigned user as necessary.
- 3 To apply the change to all of the currently displayed tasks rather than just the selected task, select the Update All Records check box.
- 4 Click **Save** to save any changes and close the Create/Modify window.

Delete a task from the queue

- 1 On the Task Maintenance window, select the task that you want to delete.
- 2 Click **Delete Record**.
- 3 When prompted to delete the record, click **Yes**.

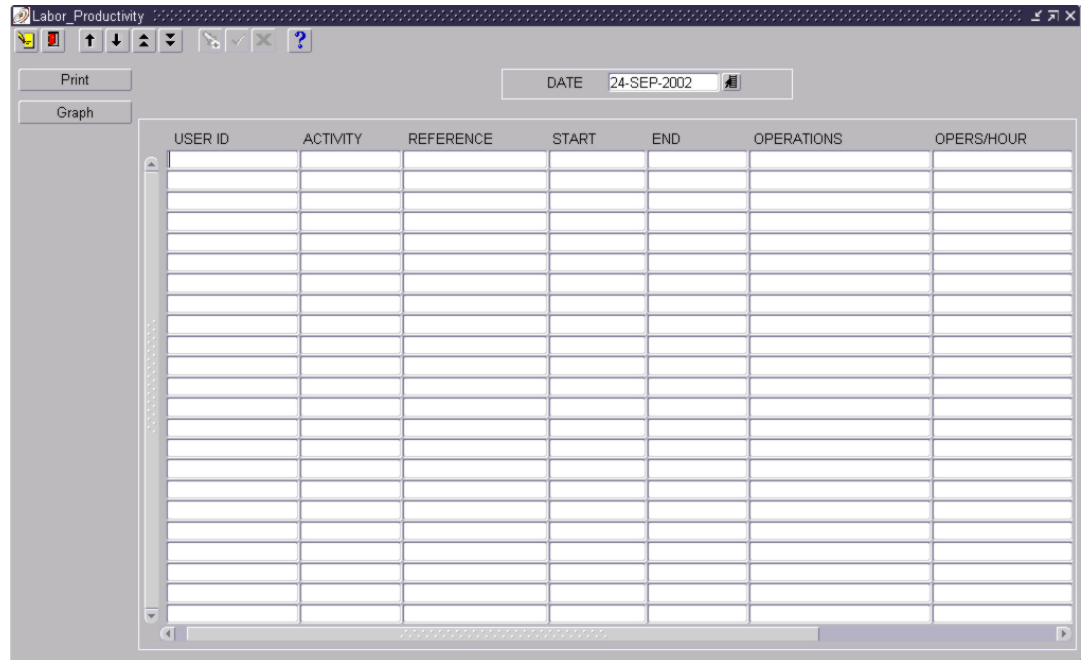
Note: The pick directive is not deleted when a picking task is deleted from the task queue.

Exit the Task Maintenance window

- Click the exit  button to close the window.


[View labor productivity data](#)

- **Navigate:** From the main menu, select Support Functions > User/Task Setup > Labor Productivity. The Labor Productivity window is displayed with the current system date in the Date query field.







Labor Productivity window

Display labor productivity data for the default date

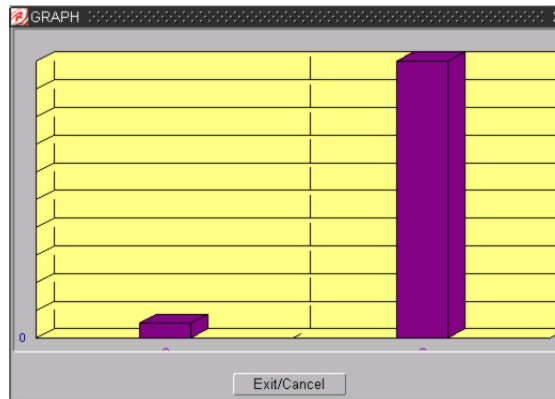
- Click the execute query  button.

Display labor productivity data for any other date

- 1 If any labor productivity data are currently displayed, click the clear  button.
- 2 Click the enter query  button.
- 3 In the Date query field, enter the date, or click the calendar  button and select the date.
- 4 Click the execute  query button. The labor productivity data for the selected date are displayed.

Graph labor productivity data

- 1 On the Labor Productivity window, click **Graph**. The data are presented graphically in the Graph window.


*Graph window*

- 2 Click **Exit/Cancel** to close the window.

Generate labor productivity reports

- 1 On the Labor Productivity window, click **Print**. The Report Menu window is displayed.

Report Menu window

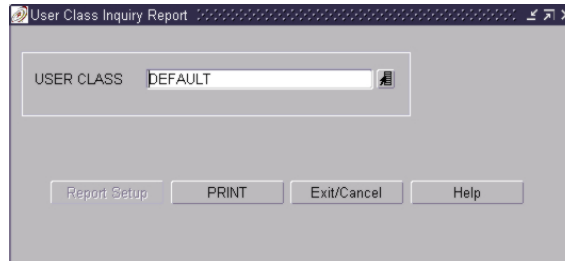
- 2 In the Select field, enter the number of the desired report.
 - Enter 1 for the Activity Productivity Summary report.
 - Enter 2 for the User Productivity Summary report.
- 3 Click **Print**. The appropriate Productivity Summary Report window is displayed.
- 4 In the Start Date and End Date fields, enter the range of dates that you want to include in the report.
- 5 Click the print  button. The report is sent to the default destination.

Exit the Labor Productivity window


- Click the exit  button to close the window.

Generate the User Class Inquiry report

- ➡ **Navigate:** From the main menu, select Support Functions > User/Task Setup > User Class Inquiry. The User Class Inquiry Report window is displayed.



User Class Inquiry Report window

- 1 On the User Class Inquiry Report window, enter the ID of the user class, or click the LOV  button and select the user class.

Note: Do not enter a user class if you want a report that includes all user classes.

- 2 Click **Print**. The report is sent to the default destination.

Exit the User Class Inquiry Report window

- Click **Exit/Close** to close the window.

Transportation setup

Overview

The Transportation Setup module allows you to set up shipping destinations, routes, carriers, and trailers. This information is used by the system to schedule appointments and shipments, load merchandise on trailers in a logical sequence, sequence the routes for each day, and track trailer status.

Business process

There is a logical progression to follow when setting up routes, carriers, and trailers.

Routes

- Identify the destinations to which merchandise may be shipped. Provide contact information and handling instructions for each destination.
- Identify the routes and indicate whether they are active or inactive.
- Assign routes to a day of the week. Indicate the route sequence for each day.
- Assign destinations to a route. Indicate the load sequence for each route.

You can look up route details by route number. The details include days on which the route is run, destinations, and load sequences.

Carriers

- Identify the carriers and enter contact information.
- Identify services and associate routes and staging locations with each carrier.

Trailers

- Identify the trailers. Associate carriers with the trailers. State the cubic capacity of each trailer.

Reports

There are no reports that pertain to transportation setup.




Procedures

Maintain shipping destinations

- ➔ **Navigate:** From the main menu, select Support Functions > Transportation Setup > Destination Editor. The Ship Destination Editor window is displayed.

Ship Destination Editor window

Display a destination

- 1 If a destination is currently displayed, click the clear  button.
- 2 Click the enter query  button.
- 3 In the Dest query field, enter the ID of the destination, or click the LOV button and select the destination.
- 4 Click the execute query  button. The details for the selected destination are displayed.


Edit a destination

- 1 On the Ship Destination Editor window, double-click any field except the query fields. The Create/Modify window is displayed.

Create/Modify window

- 2 Edit the enabled fields as necessary.
- 3 Click **Save** to save any changes and close the Create/Modify window.

Add a destination

- 1 On the Ship Destination Editor window, click **Create Record**. The Create/Modify window is displayed.
- 2 In the Dest field, enter an ID for the destination.
- 3 In the Dest Type field, enter the type of destination, or click the LOV  button and select the destination type.
- 4 In the Name and Address block, enter the name, address, telephone, and fax in the appropriate fields.
- 5 In the Detail block, enter or select the appropriate details for the destination.
- 6 Click **Save** to save the changes and close the Create/Modify window.

Delete a destination

- 1 On the Ship Destination Editor window, click **Delete Record**.
- 2 When prompted to delete the record, click **Yes**.

Exit the Ship Destination Editor window

- Click the exit  button to close the window.

Add a route

- 1 On the Route Editor window, click **Create Record**. The Create/Modify window is displayed.
- 2 In the Route field, enter the name of the route.
- 3 In the Route Status field, select the status of the route. The status may be:
 - Active: Places the route in service.
 - Inactive: Takes the route out of service.
- 4 In the Description field, enter the description of the route.
- 5 Click **Save** to save the changes and close the Create/Modify window.

Delete a route

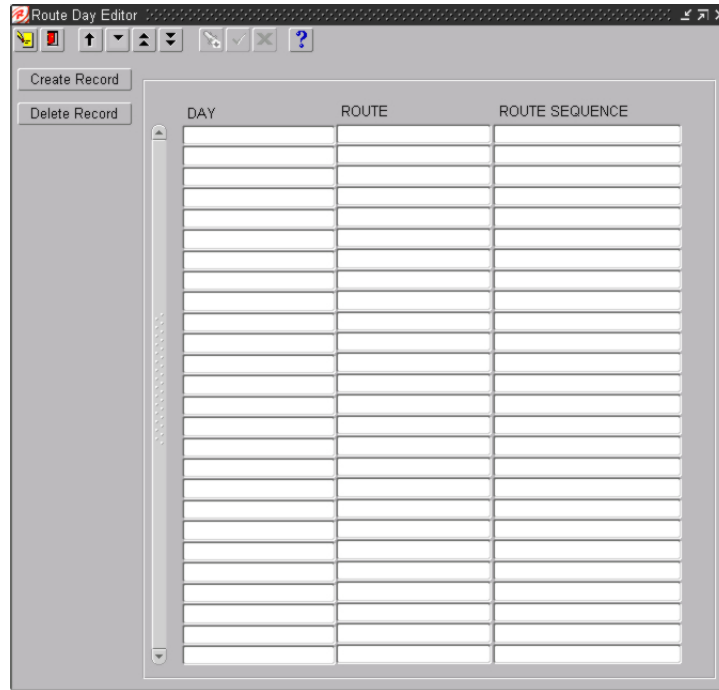
- 1 On the Route Editor window, select the route that you want to delete.
- 2 Click **Delete Record**.
- 3 When prompted to delete the record, click **Yes**.

Exit the Route Editor window

- Click the exit  button to close the window.

Maintain routes by day

- ➔ **Navigate:** From the main menu, select Support Functions > Transportation Setup > Route Day Editor. The current routes are displayed by day in the Route Day Editor window.



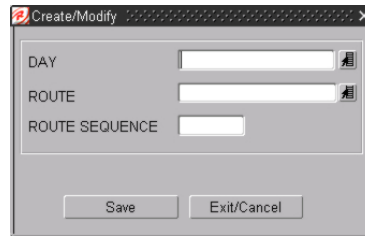
Route Day Editor window



Edit a route

- 1 On the Route Day Editor window, double-click the route that you want to edit. The Create/Modify window is displayed.
- 2 Edit the route sequence as necessary.
- 3 Click **Save** to save any changes and close the Create/Modify window.

Add a route

- 1 On the Route Day Editor window, click **Create Record**. The Create/Modify window is displayed.

*Create/Modify window*

- 2 In the Day field, enter the day of the week, or click the LOV  button and select the day.
- 3 In the Route field, enter the route, or click the LOV  button and select the route.
- 4 In the Route Sequence field, enter a number to indicate the order in which the route will be run on the selected day.
- 5 Click **Save** to save the changes and close the Create/Modify window.

Delete a route

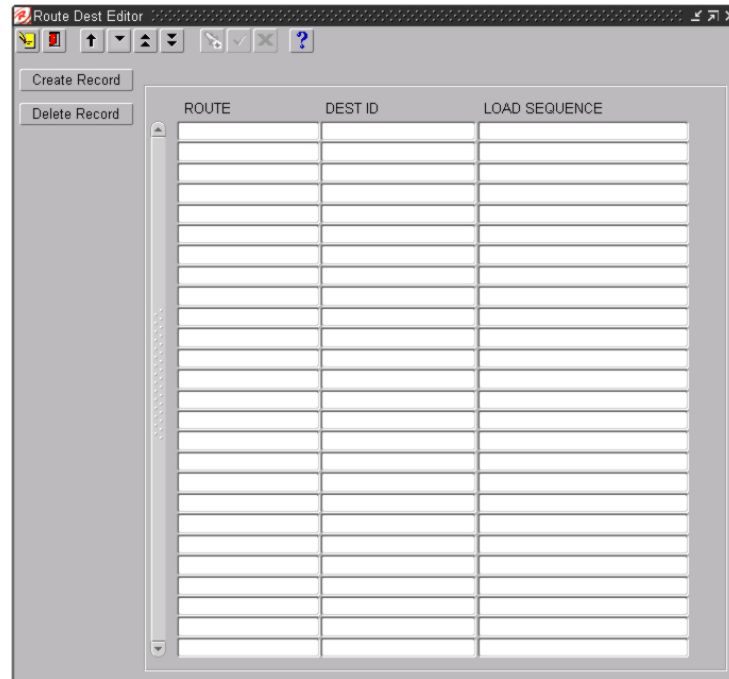
- 1 On the Route Day Editor window, select the route that you want to delete.
- 2 Click **Delete Record**.
- 3 When prompted to delete the record, click **Yes**.

Exit the Route Day Editor window

- Click the exit  button to close the window.

Maintain route destinations

- ➔ **Navigate:** From the main menu, select Support Functions > Transportation Setup > Route Dest Editor. The current route destinations are displayed in the Route Dest Editor window.



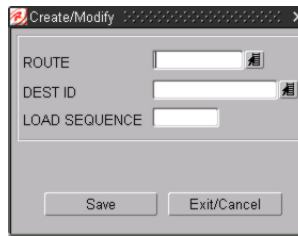
Route Dest Editor window



Edit a route destination

- 1 On the Route Dest Editor window, double-click the route destination that you want to edit. The Create/Modify window is displayed.
- 2 Edit the load sequence as necessary.
- 3 Click **Save** to save any changes and close the Create/Modify window.

Add a route destination

- 1 On the Route Dest Editor window, click **Create Record**. The Create/Modify window is displayed.

*Create/Modify window*

- 2 In the Route field, enter the route, or click the LOV  button and select the route.
- 3 In the Dest ID field, enter the ID of the destination, or click the LOV  button and select the destination.
- 4 In the Load Sequence field, enter the sequence in which merchandise for the specified destination should be loaded.
- 5 Click **Save** to save the changes and close the Create/Modify window.

Delete a route destination

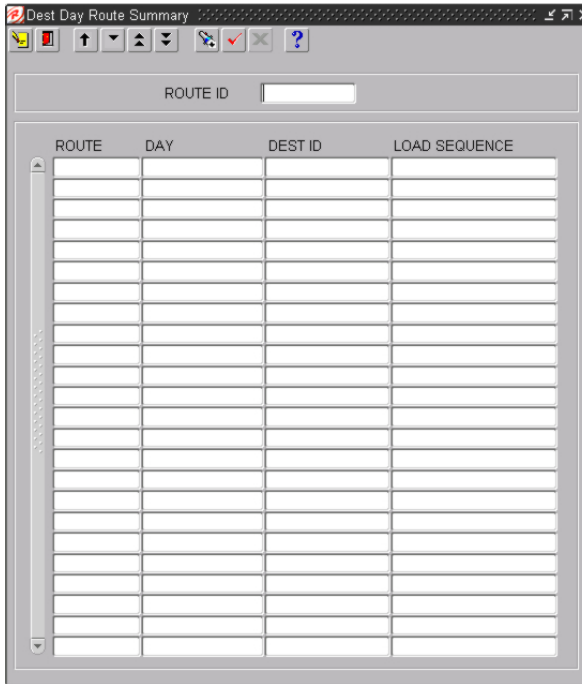
- 1 On the Route Dest Editor window, select the route destination that you want to delete.
- 2 Click **Delete Record**.
- 3 When prompted to delete the record, click **Yes**.

Exit the Route Dest Editor window

- Click the exit  button to close the window.


View route assignments

- ➔ **Navigate:** From the main menu, select Support Functions > Transportation Setup > Dest Day Route Summary. The Dest Day Route Summary window is displayed.







Dest Day Route Summary window

Display assignments for all routes

- Click the execute query  button.

Display assignments for one route

- 1 If any assignments are currently displayed, click the clear  button.
- 2 Click the enter query  button.
- 3 In the Route ID query field, enter the route, or click the LOV  button and select the route.
- 4 Click the execute query  button. The assignments for the selected route are displayed.

Exit the Dest Day Route Summary window

- Click the exit  button to close the window.

Maintain carriers

- **Navigate:** From the main menu, select Support Functions > Transportation Setup > Carrier Editor. The current carriers are displayed in the Carrier Editor window.

[illegible]

Carrier Editor window

Edit a carrier

- 1 On the Carrier Editor window, double-click the carrier that you want to edit. The Create/Modify window is displayed.

CODE YELL

NAME YELLOW FREIGHT

PHONE





CONTACT

Save Exit/Cancel

Create/Modify window

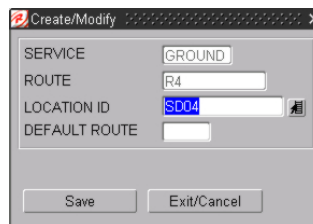
- 2 Edit the carrier name and contact information as necessary.
- 3 Click **Save** to save any changes and close the Create/Modify window.

Display service routes for a carrier

- 1 If any service routes are currently displayed, click the clear  button.
- 2 Click the enter query  button.
- 3 In the Carrier query field, enter the code for the carrier, or click the LOV  button and select the carrier.
- 4 Click the execute query  button. The service routes for the selected carrier are displayed.

Edit a service route

- 1 On the Carrier Service Route Editor window, double-click the service route that you want to edit. The Create/Modify window is displayed.



The screenshot shows a 'Create/Modify' dialog box with the following fields and values:



Field	Value
SERVICE	GROUND
ROUTE	R4
LOCATION ID	S004
DEFAULT ROUTE	

At the bottom of the window are two buttons: 'Save' and 'Exit/Cancel'.

Create/Modify window

- 2 Edit the enabled fields as necessary.
- 3 Click **Save** to save any changes and close the Create/Modify window.

Add a service route

- 1 On the Carrier Service Route Editor window, click **Create Record**. The Create/Modify window is displayed.
- 2 In the Service field, enter a code for the service.
- 3 In the Route field, enter the route, or click the LOV  button and select the route.
- 4 In the Location ID field, enter the ID of the staging or door location, or click the LOV  button and select the location.
- 5 In the Default field, enter D for a default route or E for a default expedite route as necessary.

Note: You may be prompted to overwrite an existing default or default expedite route. Click **Yes** or **No** as necessary. Only one default route and one expedite route is permitted per facility.

- 6 Click **Save** to save the changes and close the Create/Modify window.

Delete a service route

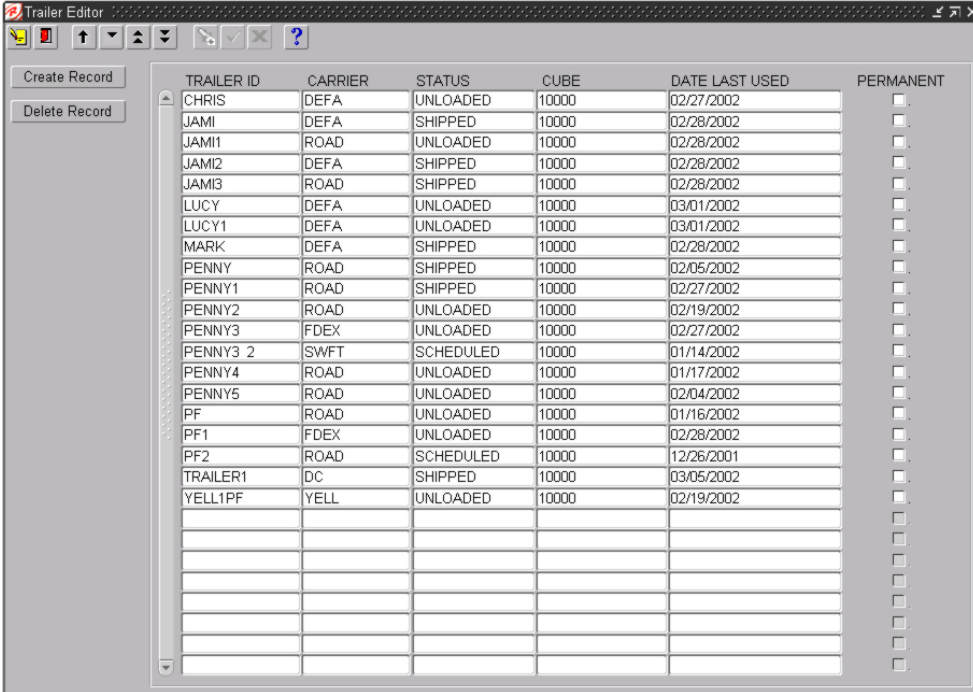
- 1 On the Carrier Service Route Editor window, select the service route that you want to delete.
- 2 Click **Delete Record**.
- 3 When prompted to delete the record, click **Yes**.

Exit the Carrier Service Route Editor window

- Click the exit  button to close the window.

Maintain trailers

- **Navigate:** From the main menu, select Support Functions > Transportation Setup > Trailer Editor. The current trailers are displayed in the Trailer Editor window.



TRAILER ID	CARRIER	STATUS	CUBE	DATE LAST USED	PERMANENT
CHRIS	DEFA	UNLOADED	10000	02/27/2002	<input type="checkbox"/>
JAMI	DEFA	SHIPPED	10000	02/28/2002	<input type="checkbox"/>
JAMI1	ROAD	UNLOADED	10000	02/28/2002	<input type="checkbox"/>
JAMI2	DEFA	SHIPPED	10000	02/28/2002	<input type="checkbox"/>
JAMI3	ROAD	SHIPPED	10000	02/28/2002	<input type="checkbox"/>
LUCY	DEFA	UNLOADED	10000	03/01/2002	<input type="checkbox"/>
LUCY1	DEFA	UNLOADED	10000	03/01/2002	<input type="checkbox"/>
MARK	DEFA	SHIPPED	10000	02/28/2002	<input type="checkbox"/>
PENNY	ROAD	SHIPPED	10000	02/05/2002	<input type="checkbox"/>
PENNY1	ROAD	SHIPPED	10000	02/27/2002	<input type="checkbox"/>
PENNY2	ROAD	UNLOADED	10000	02/19/2002	<input type="checkbox"/>
PENNY3	FDEX	UNLOADED	10000	02/27/2002	<input type="checkbox"/>
PENNY3 2	SWFT	SCHEDULED	10000	01/14/2002	<input type="checkbox"/>
PENNY4	ROAD	UNLOADED	10000	01/17/2002	<input type="checkbox"/>
PENNY5	ROAD	UNLOADED	10000	02/04/2002	<input type="checkbox"/>
PF	ROAD	UNLOADED	10000	01/16/2002	<input type="checkbox"/>
PF1	FDEX	UNLOADED	10000	02/28/2002	<input type="checkbox"/>
PF2	ROAD	SCHEDULED	10000	12/26/2001	<input type="checkbox"/>
TRAILER1	DC	SHIPPED	10000	03/05/2002	<input type="checkbox"/>
YELL1PF	YELL	UNLOADED	10000	02/19/2002	<input type="checkbox"/>
					<input type="checkbox"/>
					<input type="checkbox"/>
					<input type="checkbox"/>
					<input type="checkbox"/>
					<input type="checkbox"/>
					<input type="checkbox"/>
					<input type="checkbox"/>
					<input type="checkbox"/>
					<input type="checkbox"/>

Trailer Editor window


Edit a trailer

- 1 On the Trailer Editor window, double-click the trailer that you want to edit. The Create/Modify window is displayed.

Create/Modify window

- 2 Edit the carrier, cubic capacity, and permanent indicator as necessary.
- 3 Click **Save** to save any changes and close the Create/Modify window.

Add a trailer

- 1 On the Trailer Editor window, click **Create Record**. The Create/Modify window is displayed.
- 2 In the Trailer ID field, enter the ID of the trailer.
- 3 In the Carrier field, enter the code for the carrier, or click the LOV  button and select the carrier.
- 4 In the Cube field, enter the cubic capacity of the trailer.
- 5 If the trailer record should be saved after the trailer is checked out of the DC, select the Permanent check box.
- 6 Click **Save** to save the changes and close the Create/Modify window.

Delete a trailer

- 1 On the Trailer Editor window, select the trailer that you want to delete.
- 2 Click **Delete Record**.
- 3 When prompted to delete the record, click **Yes**.

Exit the Trailer Editor window

- Click the exit  button to close the window.

Chapter 14 – Database administration

Overview

Database administrators can use the options available on the DBA Administration menu to monitor a variety of database activities. Database administrators can view information regarding indexes, tables, table locks, rollbacks, sequences, and the error log.

Business process

There is no business process pertaining to database administration.

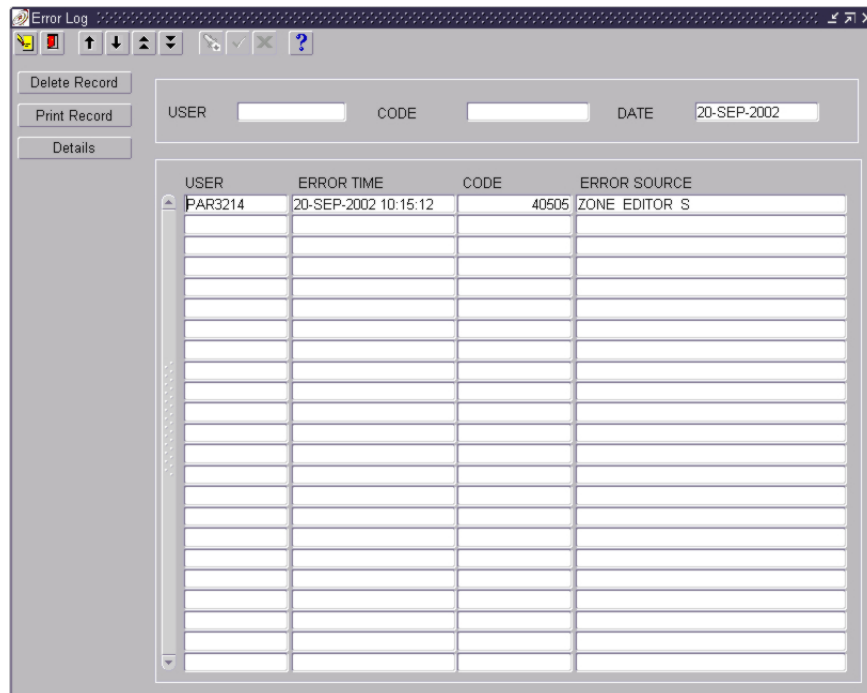
Reports

The Error Log report provides a list of errors. For each error, it includes the user ID, time, code, source, location, and message.

Procedures


Maintain the error log

- **Navigate:** From the main menu, select DBA Administration > Display Error Log. The Error Log window is displayed.






Error Log window

Display all errors

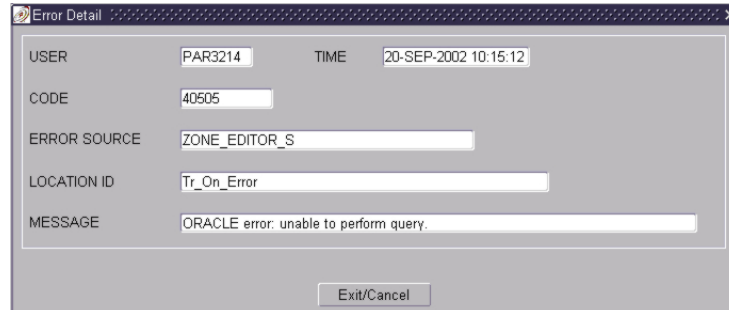
- Click the execute query  button.

Display errors by user, error code, or date

- 1 If any errors are currently displayed, click the clear  button.
- 2 Click the enter query  button.
- 3 To restrict the list of errors to a specific user, error code, or date, enter the criteria in the appropriate query fields.
- 4 Click the execute query  button. The errors that match the criteria are displayed.

View additional details of an error

- 1 On the Error Log window, select the error that you want to view.
- 2 Click **Details**. The details of the selected error are displayed in the Error Detail window.



The screenshot shows a window titled "Error Detail" with a close button (X) in the top right corner. The window contains several fields for error information:

USER	PAR3214	TIME	20-SEP-2002 10:15:12
CODE	40505		
ERROR SOURCE	ZONE_EDITOR_S		
LOCATION ID	Tr_On_Error		
MESSAGE	ORACLE error: unable to perform query.		

At the bottom right of the window is a button labeled "Exit/Cancel".

Error Detail window

- 3 Click **Exit/Cancel** to close the Error Detail window.

Delete an error record

- 1 On the Error Log window, select the error that you want to delete.
- 2 Click **Delete Record**.
- 3 When prompted to delete the record, click **Yes**.


Exit the Error Log window

- Click the exit  button to close the window.

Generate the Error Log report

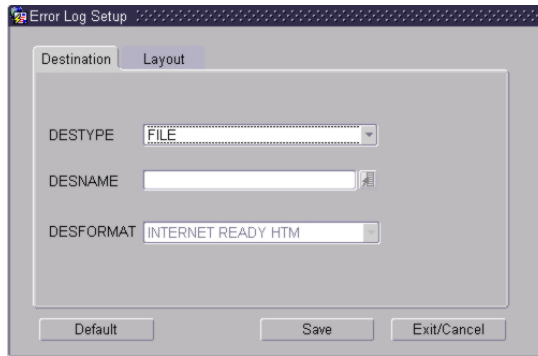
- **Navigate:** From the main menu, select DBA Administration > Display Error Log. The Error Log window is displayed.

Display all errors

- Click the execute query  button.

Generate the Error Log report

- 1 On the Error Log window, click **Print Record**. The Error Log Setup window is displayed.



Error Log Setup window

- 2 In the Destype field, select the type of destination.
 - 3 In the Desname field, select the name of the destination.
- Note:** To return to the default settings, click **Default**.
- 4 To view the layout of the report, click on the Layout tab.
 - 5 Click **Save**. The report is sent to the selected destination.

- Click the exit  button to close the window.

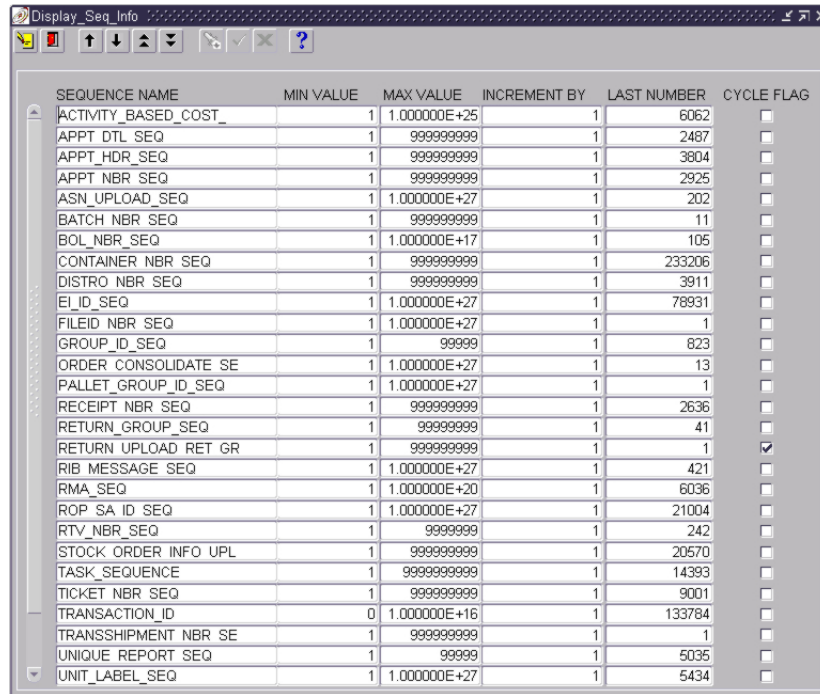
- **Navigate:** From the main menu, select DBA Administration > Display Rollback Information. The current rollback segments are displayed in the Display Rollback Information window.

Display Rollback Information window

- Click the exit  button to close the window.

View sequence details

- ➔ **Navigate:** From the main menu, select DBA Administration > Display Sequences Information. The current sequence details are displayed in the Display Seq Info window.



SEQUENCE NAME	MIN VALUE	MAX VALUE	INCREMENT BY	LAST NUMBER	CYCLE FLAG
ACTIVITY_BASED_COST_	1	1.000000E+25	1	6062	<input type="checkbox"/>
APPT DTL SEQ	1	999999999	1	2487	<input type="checkbox"/>
APPT_HDR_SEQ	1	999999999	1	3804	<input type="checkbox"/>
APPT_NBR_SEQ	1	999999999	1	2925	<input type="checkbox"/>
ASN_UPLOAD_SEQ	1	1.000000E+27	1	202	<input type="checkbox"/>
BATCH_NBR_SEQ	1	999999999	1	11	<input type="checkbox"/>
BOL_NBR_SEQ	1	1.000000E+17	1	105	<input type="checkbox"/>
CONTAINER_NBR_SEQ	1	999999999	1	233206	<input type="checkbox"/>
DISTRO_NBR_SEQ	1	999999999	1	3911	<input type="checkbox"/>
EI_ID_SEQ	1	1.000000E+27	1	78931	<input type="checkbox"/>
FILEID_NBR_SEQ	1	1.000000E+27	1	1	<input type="checkbox"/>
GROUP_ID_SEQ	1	99999	1	823	<input type="checkbox"/>
ORDER_CONSOLIDATE SE	1	1.000000E+27	1	13	<input type="checkbox"/>
PALLET_GROUP_ID_SEQ	1	1.000000E+27	1	1	<input type="checkbox"/>
RECEIPT_NBR_SEQ	1	999999999	1	2636	<input type="checkbox"/>
RETURN_GROUP_SEQ	1	999999999	1	41	<input type="checkbox"/>
RETURN_UPLOAD_RET GR	1	999999999	1	1	<input checked="" type="checkbox"/>
RIB_MESSAGE_SEQ	1	1.000000E+27	1	421	<input type="checkbox"/>
RMA_SEQ	1	1.000000E+20	1	6036	<input type="checkbox"/>
ROP_SA_ID_SEQ	1	1.000000E+27	1	21004	<input type="checkbox"/>
RTV_NBR_SEQ	1	999999999	1	242	<input type="checkbox"/>
STOCK_ORDER_INFO UPL	1	999999999	1	20570	<input type="checkbox"/>
TASK_SEQUENCE	1	999999999	1	14393	<input type="checkbox"/>
TICKET_NBR_SEQ	1	999999999	1	9001	<input type="checkbox"/>
TRANSACTION_ID	0	1.000000E+16	1	133784	<input type="checkbox"/>
TRANSHIPMENT_NBR SE	1	999999999	1	1	<input type="checkbox"/>
UNIQUE_REPORT_SEQ	1	99999	1	5036	<input type="checkbox"/>
UNIT_LABEL_SEQ	1	1.000000E+27	1	5434	<input type="checkbox"/>

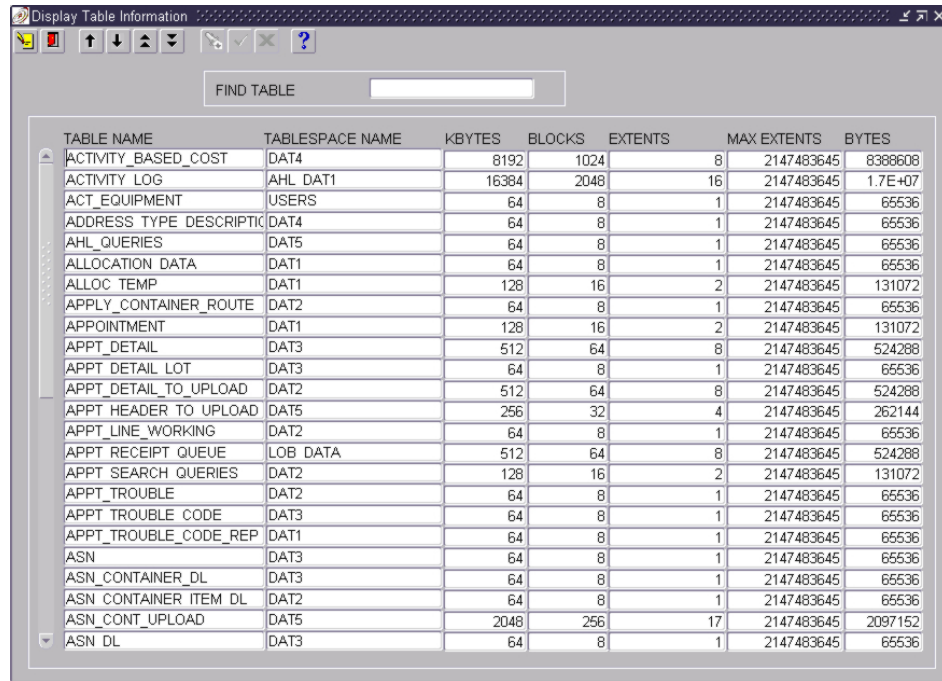
Display Seq Info window

Exit the Display Seq Info window

- Click the exit  button to close the window.

View table details

- **Navigate:** From the main menu, select DBA Administration > Display Table Information. The current tables are displayed in the Display Table Information window.







The screenshot shows the 'Display Table Information' window with a search bar labeled 'FIND TABLE' and a table of database information. The table has columns: TABLE NAME, TABLESPACE NAME, KBYTES, BLOCKS, EXTENTS, MAX EXTENTS, and BYTES. The table lists various tables such as ACTIVITY_BASED_COST, ACTIVITY_LOG, ACT_EQUIPMENT, ADDRESS_TYPE_DESCRIPTOR, AHL_QUERIES, ALLOCATION DATA, ALLOC TEMP, APPLY_CONTAINER_ROUTE, APPOINTMENT, APPT_DETAIL, APPT_DETAIL_LOT, APPT_DETAIL_TO_UPLOAD, APPT_HEADER_TO_UPLOAD, APPT_LINE_WORKING, APPT_RECEIPT_QUEUE, APPT_SEARCH_QUERIES, APPT_TROUBLE, APPT_TROUBLE_CODE, APPT_TROUBLE_CODE_REP, ASN, ASN_CONTAINER_DL, ASN_CONTAINER_ITEM_DL, ASN_CONTAINER_UPLOAD, and ASN_DL.

TABLE NAME	TABLESPACE NAME	KBYTES	BLOCKS	EXTENTS	MAX EXTENTS	BYTES
ACTIVITY_BASED_COST	DAT4	8192	1024	8	2147483645	8388608
ACTIVITY_LOG	AHL DAT1	16384	2048	16	2147483645	1.7E+07
ACT_EQUIPMENT	USERS	64	8	1	2147483645	65536
ADDRESS_TYPE_DESCRIPTOR	DAT4	64	8	1	2147483645	65536
AHL_QUERIES	DAT5	64	8	1	2147483645	65536
ALLOCATION DATA	DAT1	64	8	1	2147483645	65536
ALLOC TEMP	DAT1	128	16	2	2147483645	131072
APPLY_CONTAINER_ROUTE	DAT2	64	8	1	2147483645	65536
APPOINTMENT	DAT1	128	16	2	2147483645	131072
APPT_DETAIL	DAT3	512	64	8	2147483645	524288
APPT_DETAIL_LOT	DAT3	64	8	1	2147483645	65536
APPT_DETAIL_TO_UPLOAD	DAT2	512	64	8	2147483645	524288
APPT_HEADER_TO_UPLOAD	DAT5	256	32	4	2147483645	262144
APPT_LINE_WORKING	DAT2	64	8	1	2147483645	65536
APPT_RECEIPT_QUEUE	LOB DATA	512	64	8	2147483645	524288
APPT_SEARCH_QUERIES	DAT2	128	16	2	2147483645	131072
APPT_TROUBLE	DAT2	64	8	1	2147483645	65536
APPT_TROUBLE_CODE	DAT3	64	8	1	2147483645	65536
APPT_TROUBLE_CODE_REP	DAT1	64	8	1	2147483645	65536
ASN	DAT3	64	8	1	2147483645	65536
ASN_CONTAINER_DL	DAT3	64	8	1	2147483645	65536
ASN_CONTAINER_ITEM_DL	DAT2	64	8	1	2147483645	65536
ASN_CONTAINER_UPLOAD	DAT5	2048	256	17	2147483645	2097152
ASN_DL	DAT3	64	8	1	2147483645	65536

Display Table Information window

Display details for one table

- 1 If any table details are currently displayed, click the clear  button.
- 2 Click the enter query  button.
- 3 In the Find Table query field, enter the name of a table, or click the LOV  button and select the table.
- 4 Click the execute query  button. The details for the selected table are displayed.

Exit the Display Table Information window

- Click the exit  button to close the window.

Appendix A – Acronyms

Acronym	Term
DC	Distribution Center
FCP	Forward Case Pick
FCPL	Forward Case Pick Location
FPL	Forward Pick Location
KPI	Key Performance Indicator
LMS	Labor Management System, also referred to as Retek Labor Management
LTC	Less Than Case
PF&D	Personal Fatigue and Delay
PRO	Progressive Rotating Order
PTS	Put to Store
RDM	Retek Distribution Management
RF	Radio Frequency
RLM	Retek Labor Management, also referred to as Labor Management System.
ROP	Re-order Point
SCP	System Control Parameter
TM	Truck-mounted
UPC	Universal Product Code
UPS	Unit Pick System
WIP	Work in Process
WMS	Warehouse Management System

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