

**Oracle® Retail CWDirect Order Management  
System**  
Reports Guide  
Release 18.0

August 2015

Copyright © 2015, Oracle and/or its affiliates. All rights reserved.

This software and related documentation are provided under a license agreement containing restrictions on use and disclosure and are protected by intellectual property laws. Except as expressly permitted in your license agreement or allowed by law, you may not use, copy, reproduce, translate, broadcast, modify, license, transmit, distribute, exhibit, perform, publish, or display any part, in any form, or by any means. Reverse engineering, disassembly, or decompilation of this software, unless required by law for interoperability, is prohibited.

The information contained herein is subject to change without notice and is not warranted to be error-free. If you find any errors, please report them to us in writing.

If this software or related documentation is delivered to the U.S. Government or anyone licensing it on behalf of the U.S. Government, then the following notice is applicable:

U.S. GOVERNMENT END USERS: Oracle programs, including any operating system, integrated software, any programs installed on the hardware, and/or documentation, delivered to U.S. Government end users are "commercial computer software" pursuant to the applicable Federal Acquisition Regulation and agency-specific supplemental regulations. As such, use, duplication, disclosure, modification, and adaptation of the programs, including any operating system, integrated software, any programs installed on the hardware, and/or documentation, shall be subject to license terms and license restrictions applicable to the programs. No other rights are granted to the U.S. Government.

This software or hardware is developed for general use in a variety of information management applications. It is not developed or intended for use in any inherently dangerous applications, including applications that may create a risk of personal injury. If you use this software or hardware in dangerous applications, then you shall be responsible to take all appropriate fail-safe, backup, redundancy, and other measures to ensure its safe use. Oracle Corporation and its affiliates disclaim any liability for any damages caused by use of this software or hardware in dangerous applications.

Oracle and Java are registered trademarks of Oracle and/or its affiliates. Other names may be trademarks of their respective owners.

Intel and Intel Xeon are trademarks or registered trademarks of Intel Corporation. All SPARC trademarks are used under license and are trademarks or registered trademarks of SPARC International, Inc. AMD, Opteron, the AMD logo, and the AMD Opteron logo are trademarks or registered trademarks of Advanced Micro Devices. UNIX is a registered trademark of The Open Group.

This software or hardware and documentation may provide access to or information on content, products, and services from third parties. Oracle Corporation and its affiliates are not responsible for and expressly disclaim all warranties of any kind with respect to third-party content, products, and services unless otherwise set forth in an applicable agreement between you and Oracle. Oracle Corporation and its affiliates will not be responsible for any loss, costs, or damages incurred due to your access to or use of third-party content, products, or services, except as set forth in an applicable agreement between you and Oracle.

---

## Oracle Retail VAR Applications

The following restrictions and provisions only apply to the programs referred to in this section and licensed to you. You acknowledge that the programs may contain third party software (VAR applications) licensed to Oracle. Depending upon your product and its version number, the VAR applications may include:

- (i) the **MicroStrategy** Components developed and licensed by MicroStrategy Services Corporation (MicroStrategy) of McLean, Virginia to Oracle and imbedded in the MicroStrategy for Oracle Retail Data Warehouse and MicroStrategy for Oracle Retail Planning & Optimization applications.
- (ii) the **Wavelink** component developed and licensed by Wavelink Corporation (Wavelink) of Kirkland, Washington, to Oracle and imbedded in Oracle Retail Mobile Store Inventory Management.
- (iii) the software component known as **Access Via**™ licensed by Access Via of Seattle, Washington, and imbedded in Oracle Retail Signs and Oracle Retail Labels and Tags.
- (iv) the software component known as **Adobe Flex**™ licensed by Adobe Systems Incorporated of San Jose, California, and imbedded in Oracle Retail Promotion Planning & Optimization application.

You acknowledge and confirm that Oracle grants you use of only the object code of the VAR Applications. Oracle will not deliver source code to the VAR Applications to you. Notwithstanding any other term or condition of the agreement and this ordering document, you shall not cause or permit alteration of any VAR Applications. For purposes of this section, "alteration" refers to all alterations, translations, upgrades, enhancements, customizations or modifications of all or any portion of the VAR Applications including all reconfigurations, reassembly or reverse assembly, re-engineering or reverse engineering and recompilations or reverse compilations of the VAR Applications or any derivatives of the VAR Applications. You acknowledge that it shall be a breach of the agreement to utilize the relationship, and/or confidential information of the VAR Applications for purposes of competitive discovery.

The VAR Applications contain trade secrets of Oracle and Oracle's licensors and Customer shall not attempt, cause, or permit the alteration, decompilation, reverse engineering, disassembly or other reduction of the VAR Applications to a human perceivable form. Oracle reserves the right to replace, with functional equivalent software, any of the VAR Applications in future releases of the applicable program.

---

## Contact Information

---

30500 Bruce Industrial Parkway  
Cleveland, OH 44139 USA  
Toll Free: 888.328.2826  
Tel: 440.498.4414  
Fax: 440.542.3043

1800 West Park Drive  
Westboro, MA 01581  
Tel: 508.655.7500  
Fax: 508.647.9495

7031 Columbia Gateway Drive  
Columbia, MD 21046-2289  
Tel: 443.285.6000



## CWDirect Reports Guide: Release 18.0

---

- [Accounts Payable Reports](#)
- [Accounts Receivable Reports](#)
- [Customer Service Reports](#)
- [Fulfillment Reports](#)
- [Installation Report](#)
- [Marketing Reports](#)
- [Merchandising Reports](#)
- [Order Entry Reports](#)
- [System Operations Reports](#)
- [Warehousing Reports](#)

Note: The rebranding for the latest version of this document is in development as part of post MICROS acquisition activities. References to former MICROS product names may exist throughout this document.

## Accounts Payable Reports

- [Suspended A/P Batch Listing](#)
- [A/P Purchase Journal with Discounts](#)
- [A/P Purchases Journal](#)
- [Open AP/PO Report by G/L](#)
- [Open AP/PO Report by Vendor/PO](#)
- [Open AP/PO Report by Vendor/Date](#)
- [Open AP/PO Summary Report by G/L](#)
- [Open AP/PO Summary Report--Vendor/PO](#)
- [Open AP/PO Summary Report--Vendor/Date](#)
- [A/P Invoice Upload Report](#)
- [A/P Invoice Upload Error List](#)
- [Accounts Payable Due List](#)
- [Accounts Payable Held Invoices Report](#)
- [Accounts Payable Net Credit Balance Invoices Report](#)
- [Disbursements Journal](#)
- [A/P Checks](#)
- [A/P Reconciliation List](#)
- [A/P Ledger](#)
- [A/P Purchases Summary Report by Invoice Posted Date](#)

*CWDirect 18.0*

- [Purchase Journal Summary Report by Vendor Number](#)
- [Disbursements Journal Summary Report by Check Printed Date](#)
- [Disbursements Journal Summary Report by Vendor Number](#)
- [Purchases/Disbursements Summary Report](#)
- [A/P Aging Summary Report](#)
- [Vendor Charge Back Notification](#)
- [Vendor Charge Back Report](#)
- [G/L Interface Posting List](#)
- [General Ledger Control Report](#)

## Suspended A/P Batch Listing

**Purpose:** Use this report to review the suspended batches in your company and their control totals.

**How to print:** Select **Print List** at the Work with A/P Invoice Batches screen (**MAPE**).

---

CWDirect Rel 2.5    Suspended A/P Batch Listing    EKAPLAN ACR0404    1/13/98 12:22:08 Page 1  
EZK Mail Order

Batch Number	Batch Date	User ID	--# of Inv--		--# of Units--		--Total Dollars--	
			Keyed	Actual	Keyed	Actual	Keyed	Actual
515	12/10/97	EKAPLAN	6	7	0	1049	.00	1501950.00
517	12/11/97	EKAPLAN	3	3	0	111	.00	1200.00
519	12/11/97	EKAPLAN	2	1	0	2	.00	120.00
528	12/24/97	EKAPLAN	2	2	16	16	.00	170.00
575	1/06/98	EKAPLAN	1	2	0	23	.00	21423.00
577	1/07/98	EKAPLAN	1	1	0	5	.00	206.38
582	1/07/98	EKAPLAN	1	1	0	100	.00	100.00
589	1/09/98	EKAPLAN	1	1	0	100	.00	85.00
593	1/13/98	EKAPLAN	2	2	0	240	.00	500.00
597	1/13/98	EKAPLAN	0	1	0	2	.00	10.00

---

### Contents:

- batch number
- batch date
- user ID of the person who created the batch
- number of invoices entered as a batch control, and actual number
- number of units entered as a batch control, and actual units
- total dollars entered as a batch control, and actual total

## A/P Purchase Journal with Discounts

**How to print:** Select **OK** at the Print Purchase Journal with Discounts screen (**PPJD**). The system also generates this report when you accept an A/P invoice batch at the Work with A/P Invoice Batches screen (**MAPE**).

CWDirect A/P Purchase Journal w/Discounts EKAPLAN ACR0363 1/12/98 11:18:02 Page 1											
EZK Mail Order											
Activity Date 1/12/98											
Batch # 591 G/L # 20011 A/P											
----- Date -----											
Invoice #	Invoice	Due	Gross Cost	Disct 1	Invoice Amount	PO/DS	Amount	G/L Recp	Cost	Variance	
GL Number											
Vendor	12 JACK'S JOKE SHOP										
000000015CI	1/01/98	1/31/98			71.16CR	935					
1	10080100 INVENTORY		2.12CR	.21CR	.00		2.50CR	.00		2.5000CR	
2	10080100 INVENTORY		.00	.00	.00		5.92CR	.00		5.9200CR	
3	10080100 INVENTORY		6.02CR	.60CR	.00		7.50CR	.00		7.5000CR	
4	10080100 INVENTORY		.00	.00	.00		20.86CR	.00		20.8600CR	
5	10080100 INVENTORY		6.06CR	.61CR	.00		7.50CR	.00		7.5000CR	
6	10080100 INVENTORY		.00	.00	.00		20.42CR	.00		20.4200CR	
7	10080100 INVENTORY		2.34CR	.23CR	.00		2.50CR	.00		2.5000CR	
8	10080100 INVENTORY		.00	.00	.00		3.96CR	.00		3.9600	
935INV	1/01/98	3/02/98			200.00	935					
1	10080100 INVENTORY		21.19	2.11	.00		25.00	17.17		7.8300	
2	10080100 INVENTORY		60.15	6.01	.00		75.00	48.73		26.2700	
3	10080100 INVENTORY		60.64	6.06	.00		75.00	49.12		25.8800	
4	10080100 INVENTORY		23.37	2.33	.00		25.00	18.94		6.0600	
941B	1/01/98	3/02/98			24.97	941					
1	10080100 INVENTORY		27.74	2.77	.00		24.97	24.97		.0000	
	Vendor	12	Total		153.81						
Vendor	201 TOY WORKS										
899INV	1/01/98	1/31/98			450.00	899					
1	10080100 INVENTORY		500.00	50.00	.00		450.00	500.00		50.0000CR	
	Vendor	201	Total		450.00						
Batch #	591 G/L #	20011			Total					603.81	
			Grand Total		603.81						

### Contents:

- activity date. This can represent:
  - the date the invoices were posted to A/P, when you generate this report by entering a date through the Print Purchase Journal with Discounts menu option or by accepting a suspended batch. If you override the batch date when you created the batch, the override date appears here; also, this is the date the system uses to post the batch to A/P and the General Ledger Interface file.
  - the date you created the batch, when you generate this report for a suspended batch in A/P entry. In this case, the invoices have not yet been posted to A/P.
- batch number. This number appears only if you use batch entry of A/P invoices.

### CWDirect 18.0

- the general ledger account number credited by posting the invoices, and its description
- general ledger number. This field is not currently implemented.
- vendor number and description
- A/P invoice number. Vendor charge back credits end with **CR**, and invoice charge backs end with **CI**.
- invoice date and due date
- total invoice amount. Credit balances end with **CR**
- matching purchase order number, if any
- matching drop ship invoice number, if any (below the A/P invoice number)
- for each item or charge on the invoice:
  - line number on the invoice
  - general ledger number to be debited for the item or charge, and its description
  - original extended gross cost, if the *Enter Gross Invoice Amount (F03)* system control value is **selected**. This is normally the extended receipt cost, unless you overrode the gross cost while entering the A/P invoice. The extended cost is calculated by multiplying the unit cost by the quantity.
  - extended discount applied for each of the three discounts available at the A/P invoice detail level
  - the extended cost posted to A/P. This cost may differ from the receipt cost if you changed the unit cost or quantity while entering the A/P invoice.
  - general ledger receipt cost, which is the extended cost posted to the Inventory Transaction History file and the General Ledger Interface file at receiving. This value is determined by the costing method defined in the *Costing Method (A25)* system control value.
  - variance between the A/P cost and the general ledger receipt cost.
  - invoice charge back. An asterisk (\*) appears next to lines on suspended invoices that will produce an invoice charge back when you accept the batch; in any other situation, this column does not appear on the report.
- dollar total for the vendor
- dollar total for the batch. This total appears only if you use batch entry.

*CWDirect 18.0*

- grand total for the report (posting date or batch)

## A/P Purchases Journal

**Purpose:** Use this report to review the invoices that are posted to A/P on a specified date.

**How to print:** Select **OK** at the Print Purchases Journal screen (**PPJN**).

CWDirect		A/P Purchases Journal		EKAPLAN		ACR0251		1/12/98 10:08:27 Page		1	
Activity Date		1/12/98		EZK Mail Order							
Batch #	587	G/L #	20011	A/P							
		-----	Date	-----							
Vendor	40	CAMBRIDGE TIRE									
628		1/08/98	4/08/98			205.00		628			
	1			30003 EXPENSES		102.50					
	2			30003 EXPENSES		102.50					
				Vendor	40	Total	205.00				
Vendor	201	TOY WORKS									
UN1234567		1/12/98	2/11/98			100.00					
	1			10080100 MISC EXPENSES		100.00					
				Vendor	201	Total	305.00				
Batch #	587	G/L #	20011			Total		305.00			

### Contents:

- activity date: the date when the invoices were posted to A/P
- batch number. This number appears only if you use batch entry of A/P invoices.
- the general ledger account number credited by posting the invoices, and its description
- vendor number and description
- A/P invoice number. Vendor charge back credits end with **CR**, and invoice charge backs end with **CI**.
- invoice date and due date
- total invoice amount. Credit balances end with **CR**.
- matching purchase order or drop ship invoice number
- for each item or charge on the invoice:
- line number on the invoice

*CWDirect 18.0*

- general ledger number to be debited for the item or charge, and its description
- extended A/P cost. The extended cost is calculated by multiplying the unit cost by the quantity.
- total for the vendor
- total for the batch, if batching is in effect
- grand total for the activity date



## CWDirect 18.0

- **General ledger:** The general ledger number specified for the report. **ALL** displays if you did not specify a general ledger number.
- **Transaction date range:** The transaction date range specified for the report. **ALL** displays if you did not specify a date range.
- **General ledger number:** The general ledger number credited by the purchase order receipt; this is the *Account #* field in the PO Detail file. **0** displays for purchase order receipts not assigned to a general ledger number.
- **Vendor:** The vendor defined for the purchase order.

For each received purchase order line:

- **PO number:** The purchase order number that contains received purchase order lines.
- **Item:** The item number on the purchase order that was received.
- **SKU:** The SKU, if any defined for the item.
- **Description:** A description of the item.
- **Qty:** The quantity of the item that was received but not yet been posted to an A/P invoice. For example, if you received 20 units on 3/15, and have posted 5 units to an A/P invoice, a quantity of 10 displays here.
- **Cost:** The unit cost at which the item was received, net of any discounts.
- **Extended cost:** The extended cost at which the item was received, calculated by multiplying the quantity by the unit cost.
- **Trans date:** The date when the item was received.
- **Total for PO:** The total extended cost received but not yet posted to an A/P invoice for the purchase order.
- **Total for vendor:** The total extended cost received but not yet posted to an A/P invoice for the vendor.
- **Total for GL:** The total extended cost received but not yet posted to an A/P invoice for the general ledger number, across all vendors.
- **Final total for all GLs:** The total extended cost received but not yet posted to an A/P invoice across all general ledger numbers selected for the report.

## Open AP/PO Report by Vendor/PO

**How to print:** The system generates this report when you complete the Print Open AP/PO Receipts Report screen if *By vendor* and *Sort by PO* are selected and *Summary only* is not selected.

---

CWDirect Rel 4.0	Open AP/PO Report by Vendor/PO	EKAPLAN APR0112	4/24/00 9:44:32 Page 1
	EZK Mail Order		

Selection Criteria

Vendor ALL

Transaction Date Range 7/01/99 to 12/31/00

Vendor 12 JACK'S JOKE SHOP

PO Number	Item	SKU	Description	Qty	Cost	Extended Cost	GL #	Transaction Date
995	SL4567	BLUE	FUZZY SLIPPERS	2	3.2500	6.50	10080100	10/15/99
Total for PO							6.50	
1027	PUMPS	YELW 12	SENSIBLE 1-INCH HEEL PUMP	10	5.0500	50.50	10080100	9/02/99
Total for PO							50.50	
1035	ANTS		ARTIFICIAL PICNIC ANTS	10	2.5000	25.00	99999	9/07/99
Total for PO							25.00	
1046	PU6565	YELW 12	SENSIBLE 1-INCH HEEL PUMP	110	5.0500	555.50	10080100	9/03/99
Total for PO							555.50	
1047	SH1000	NRML	SPECIAL CARE SHAMPOO	20	1.5000	30.00	10080100	9/09/99
1047	SH1000	KIDS	SPECIAL CARE SHAMPOO	50	1.5000	75.00	10080100	9/09/99
Total for PO							105.00	
1048	GE9999	YELW	GEL WRITER PEN	25	.5000	12.50	10080100	
Total for PO							15.00	
Total for Vendor							704.50	
Final Total							704.50	

---

### Contents:

- **Selection criteria:** Selection criteria from the Print Open AP/PO Receipts Report screen:
  - **Vendor:** The vendor specified for the report. **ALL** displays if you did not specify a vendor.
  - **Transaction date range:** The transaction date range specified for the report. **ALL** displays if you did not specify a date range.
- **Vendor:** The vendor code and description associated with the purchase order.

For each received purchase order line:

- **PO number:** The purchase order number that contains received purchase order lines.

*CWDirect 18.0*

- **Item:** The item number on the purchase order that was received.
- **SKU:** The SKU code, if any, defined for the item.
- **Description:** A description of the item.
- **Qty:** The quantity of the item that was received on the indicated date that has not yet been posted to an A/P invoice. For example, if you received 20 units on 3/15, and have posted 5 units to an A/P invoice, a quantity of 10 displays on the report.
- **Cost:** The unit cost at which the item was received, net of any discounts.
- **Extended cost:** The extended cost at which the item was received, calculated by multiplying the quantity by the unit cost.
- **GL #:** The general ledger number credited by the purchase order receipt; this is the *Account #* field in the PO Detail file. **0** displays if the receipt is not associated with a general ledger number.
- **Transaction date:** The date when the item was received.
- **Total for PO:** The total extended cost that is not yet posted to an A/P invoice for the purchase order.
- **Total for vendor:** The total extended cost that is not yet posted to an A/P invoice for the vendor.
- **Final total:** The total extended cost that is not yet posted to an A/P invoice, across all purchase order and vendors.

## Open AP/PO Report by Vendor/Date

**How to print:** The system generates this report when you complete the Print Open AP/PO Receipts Report screen if *By vendor* and *Sort by date* are selected and *Summary only* is not selected.

Selection Criteria		Open AP/PO Report by Vendor/Date				EKAPLAN APR0115 4/24/00 9:44:40 Page 1			
Vendor		EZK Mail Order							
Vendor	ALL								
Transaction Date Range	7/01/99 to 12/31/00								
Vendor	12 JACK'S JOKE SHOP								
Transaction Date	PO Number	Item	SKU	Description	Qty	Cost	Extended Cost	GL #	
9/02/99	1027	PU6565	YELW 12	SENSIBLE 1-INCH HEEL PUMP	110	5.0500	555.50	10080100	
Total for Transaction Date							555.50		
9/07/99	1035	AN1234		ARTIFICIAL PICNIC ANTS	10	2.5000	25.00	99999	
Total for Transaction Date							25.00		
9/09/99	1047	SH1000	NRML	SPECIAL CARE SHAMPOO	20	1.5000	30.00	10080100	
9/09/99	1047	SH1000	KIDS	SPECIAL CARE SHAMPOO	50	1.5000	75.00	10080100	
Total for Transaction Date							105.00		
10/11/99	1048	GE9999	YELW	GEL WRITER PEN	25	.5000	12.50	10080100	
Total for Transaction Date							12.50		
10/15/99	995	SL4567	BLUE	FUZZY SLIPPERS	2	3.2500	7.50	10080100	
Total for Vendor							704.50		
Final Total							704.50		

### Contents:

- **Selection criteria:** Selection criteria from the Print Open AP/PO Receipts Report screen:
  - **Vendor:** The vendor you selected for the report. **ALL** displays if you did not specify a vendor.
  - **Transaction date range:** The transaction date range you selected for the report. **ALL** displays if you did not specify a date range.
- **Vendor:** The vendor code and description associated with the purchase order.

For each received purchase order line:

- **Transaction date:** The date when an item on the purchase order was received.
- **PO number:** The purchase order number that contains received purchase order lines.

*CWDirect 18.0*

- **Item:** The item number on the purchase order that was received.
- **SKU:** The SKU code, if any, defined for the item.
- **Description:** A description of the item.
- **Qty:** The quantity that was received on the indicated date that has not yet been posted to an A/P invoice. For example, if you received 20 units on 3/15, and have posted 5 units to an A/P invoice, a quantity of 10 displays on the report.
- **Cost:** The unit cost at which the item was received, net of any discounts.
- **Extended cost:** The extended cost at which the item was received, calculated by multiplying the quantity by the unit cost.
- **GL #:** The general ledger number credited by the purchase order receipt. **0** displays if the receipt is not associated with a general ledger number.
- **Total for transaction date:** The total extended cost that is not yet posted to an A/P invoice for the transaction date.
- **Total for vendor:** The total extended cost that is not yet posted to an A/P invoice for the vendor.
- **Final total:** The total extended cost that is not yet posted to an A/P invoice, across all vendors and transaction dates.



*CWDirect 18.0*

- **PO number:** The purchase order number received.
- **Qty:** The total quantity of all items received for the purchase order and general ledger number.
- **GL total for PO:** The extended cost of items received for the purchase order and general ledger number.
- **Total for vendor:** The extended cost of items received for the general ledger number and vendor.
- **Total for GL:** The extended cost of items received for the general ledger number.
- **Final total for all GLs:** The total for all general ledger numbers for the selected receipt transaction date range and general ledger numbers that have not yet been posted to an A/P invoice.



*CWDirect 18.0*

- **Qty:** The total unit quantity of all received, unposted items for the purchase order.
- **PO total:** The extended cost of all received, unposted items for the purchase order.
- **1st receipt:** The date the first item on the PO was received.
- **Total for vendor:** The extended cost of received, unposted items for the general ledger number and vendor.
- **Final total:** The extended cost of received, unposted items for the general ledger number.

## Open AP/PO Summary Report--Vendor/Date

**How to print:** The system generates this report when you complete the Print Open AP/PO Receipts Report screen if *By vendor* and *Sort by date* are selected.

---

CWDirect Rel 4.0	Open AP/PO Summary Report-Vendor/Date	EKAPLAN	APR0117	4/24/00	9:44:43	Page	1
	EZK Mail Order						
Selection Criteria							
Vendor	ALL						
Transaction Date Range	7/01/99 to 12/31/00						
Vendor	12	JACK'S JOKE SHOP					
Trans Date	# of PO	Date		Total			
9/02/99	1			555.50			
9/07/99	1			25.00			
9/09/99	1			105.00			
10/11/99	1			12.50			
10/15/99	1			6.50			
Total for Vendor	12			704.50			
Final Total				704.50			

---

### Contents:

- **Selection criteria:** Selection criteria from the Print Open AP/PO Receipts Report screen:
  - **Vendor:** The vendor selected for the report. **ALL** displays if you did not specify a vendor.
  - **Transaction date range:** The date range selected for the report. **ALL** displays if you did not specify a date range.
- **Vendor:** The code and description of the vendor associated with the purchase order receipt.
- **Trans date:** The date when the purchase order was received.
- **# of PO:** The total number of purchase orders with receipts that occurred on that date.
- **Date total:** The extended cost of all items received on that date.
- **Total for vendor:** The total extended cost of all items received for the vendor.
- **Final total:** The total extended cost of all items received for the selection criteria for the report.

## A/P Invoice Upload Report

**How to print:** The system generates this report through the **CDC** job, available through the WMS Background Jobs (**WPBJ**) menu option. The report is generated for the user who started the **CDC** job when the job processes any uploaded invoices that are not in error. Until you end this job, the report is in **OPN** status and you cannot view or print it. The system also generates this report when you select **Process** at the Work with A/P Invoice Upload screen (**WAPU**) and produce open or suspended A/P invoices.

Vendor#	Invoice#	PO#	Date	Item	SKU	Uploaded Units	Original Units	Uploaded Cost	Original Cost	Merch Total	Other Total	Breach
3	INV1319	1319	5/13/02							10.00	8.25	
3	INV1319	1319	5/13/02	HDRFRTCHG		1		1.00				
3	INV1319	1319	5/13/02	HDRHNDCHG		1		2.00				
3	INV1319	1319	5/13/02	HDROTHCHG		1		3.00				VND-HDROTH
3	INV1319	1319	5/13/02	MILLET		5	5					
3	INV1319	1319	5/13/02	CT123		5	5	2.00	2.00			
3	INV1319	1319	5/13/02	DTLFRTCHG		1		.50				
3	INV1319	1319	5/13/02	DTLHNDCHG		1		.75				
3	INV1319	1319	5/13/02	DTLOTHCHG		1		1.00				

\*\* END OF REPORT \*\*

Vendor#	Invoice#	PO#	Date	Item	SKU	Uploaded Units	Original Units	Uploaded Cost	Original Cost	Merch Total	Other Total	Breach
3	INV1319	1319	5/13/02							10.00	8.25	
3	INV1319	1319	5/13/02	HDRFRTCHG		1		1.00				
3	INV1319	1319	5/13/02	HDRHNDCHG		1		2.00				
3	INV1319	1319	5/13/02	HDROTHCHG		1		3.00				VND-HDROTH
3	INV1319	1319	5/13/02	MILLET		5	5					
3	INV1319	1319	5/13/02	CT123		5	5	2.00	2.00			
3	INV1319	1319	5/13/02	DTLFRTCHG		1		.50				
3	INV1319	1319	5/13/02	DTLHNDCHG		1		.75				
3	INV1319	1319	5/13/02	DTLOTHCHG		1		1.00				

**Contents:** This report lists each suspended and open batch produced through the A/P invoice upload. If there are A/P invoice upload records for multiple companies, the report includes each company, starting each on a separate page. The system puts an uploaded invoice in open status if the *A/P Invoice Upload Auto Accept Batch H73*) system control value is **selected**, and if the entire invoice passes each of the checks against additional charges and unit or cost variance described below. For each batch, the report includes:

- A/P batch number
- vendor number
- for the A/P invoice total:
  - vendor number

*CWDirect 18.0*

- invoice number
- purchase order number
- invoice date (the date specified by the vendor, as opposed to the date that the invoice was uploaded)
- merchandise total for all included detail lines
- total of all header-level and detail-level freight, handling, and other charges
- for each A/P invoice detail line, header or detail charge:
  - vendor number
  - invoice number
  - purchase order number
  - invoice date (the date specified by the vendor, not the date that the invoice was uploaded)
  - item number. Charges are identified as:
    - **HDRFRTCHG** = header-level freight charge
    - **HDRHNDCHG** = header-level handling charge
    - **HDROTHCHG** = header-level other charge
    - **DTLFRTCHG** = detail-level freight charge
    - **DTLHNDCHG** = detail-level handling charge
    - **DTLOTHCHG** = detail-level other charge
- SKU, if any
- quantity specified in the uploaded invoice (for header or detail charges, the quantity is **1**)
- original units shipped on the purchase order
- unit cost specified in the uploaded invoice
- original unit cost from the purchase order

*CWDirect 18.0*

- indication whether the particular invoice line has breached a threshold. The system performs the checks described below only if the *A/P Invoice Upload Auto Accept Batch (H73)* system control value is **selected**. These checks are performed only on regular (debit) invoices. Possible breaches are:
  - **VND-HDRFRT** = The header-level freight charge exceeds the limit specified for the vendor.
  - **VND-HDRHND** = The header-level handling charge exceeds the limit specified for the vendor.
  - **VND-HDROTH** = The header-level "other" (miscellaneous) charge exceeds the limit specified for the vendor.
  - **VND-DTLFRT** = The detail-level freight charge exceeds the limit specified for the vendor. The system checks the vendor's limit if there is no limit specified for the vendor item, or if the vendor item limit is not exceeded.
  - **VND-DTLHND** = The detail-level handling charge exceeds the limit specified for the vendor. The system checks the vendor's limit if there is no limit specified for the vendor item, or if the vendor item limit is not exceeded.
  - **VND-DTLOTH** = The detail-level "other" (miscellaneous) charge exceeds the limit specified for the vendor. The system checks the vendor's limit if there is no limit specified for the vendor item, or if the vendor item limit is not exceeded.
  - **VIT-DTLFRT** = The detail-level freight charge exceeds the limit specified for the vendor item.
  - **VIT-DTLHND** = The detail-level handling charge exceeds the limit specified for the vendor item.
  - **VIT-DTLOTH** = The detail-level "other" (miscellaneous) charge exceeds the limit specified for the vendor item.
  - **COST VAR %** = The unit cost exceeds or falls short of the *A/P* transaction cost by the *A/P Invoice Upload Cost Variance Percent (H75)*.
  - **UNIT VAR %** = The unit quantity exceeds or falls short of the *A/P* transaction quantity by the *A/P Invoice Upload Unit Variance Percent (H74)*.

## A/P Invoice Upload Error List

**How to print:** The system generates this report when you select **Process** at the Work with A/P Invoice Upload Screen. A separate report is generated for each company that has uploaded A/P invoice records in error.

---

CWDirect	Rel 6.0	A/P Invoice Upload Error List	EKAPLAN	APR0130	5/13/02 16:10:59	Page	1
		EZK Mail Order					

Vendor#	Invoice#	Date	PO#	Ln#	Error
3	long descri	5/10/02	0	1	Invalid Terms Code
3	long descri	5/10/02	1240	2	No Related AP Transaction
3	long descri	5/10/02	0	2	No Related AP Transaction
3	1234567890	5/10/02	0	2	Cannot Process Mult POs

---

**Contents:** This report lists each uploaded A/P invoice in error, including:

- vendor number
- invoice number
- invoice date (the date specified by the vendor, as opposed to the date that the invoice was uploaded)
- purchase order number; this field is blank if the invoice includes multiple purchase orders, or if the purchase order number was not specified in the uploaded invoice
- invoice detail line that is in error
- error description



## CWDirect 18.0

- Vendor number
- Invoice number
- Discount
- Net debit balance only flag
- Amount to disburse
- Vendor number
- Vendor name
- A/P Invoice number
- Invoice date
- Gross due date
- Net due date
- Total
- Discount
- Net payment
- Print checks indicator (Identifies whether an actual check will be printed for a vendor, as defined in the Vendor record. A check will not be printed, for example, if payments are made to the vendor via wire transfers).
- Factor indicator (Indicates whether payments will be made directly to the vendor or to a third-party, as defined in the Vendor record. If the *Factor* field is **selected**, the system will make the check payable to the factor's name and address. A bank is an example of a factor).
- Vendor totals
- Final totals

Using this report: Once you review this report, you can decide whether to:

- print the actual checks for each vendor

*CWDirect 18.0*

- make adjustments to the pending checks
- delete checks from the A/P Checks file

Each check listed on this report is available for you to update or print through Work with A/P Checks (WCHK).

## Accounts Payable Held Invoices Report

**Purpose:** Use this report to identify which invoices or vendors are on hold. As a result, no checks will be issued.

**How to print:** Select **Submit** on the Generate A/P Checks Screen (**MCHK**).

---

CWDirect      Accounts Payable Held Invoices      KLETENDRE APR0018 5/22/98 11:46:23 Pg1									
The KL Mail Order Company									
Vendor	Vendor name	Hold	Vendor	Invoice #	Invoice	Due	Discount	Pay	Number
Checks?		date	Date	Amount	Amount				
101	US VENDOR		N	19	5/22/98	5/23/98		8.41	75.67
101	US VENDOR		N	20	5/22/98	5/23/98		9.15	82.37
101	US VENDOR		N	21	5/22/98	5/23/98		8.31	74.74
101	US VENDOR		N	22	5/22/98	5/23/98		3.65	32.85
101	US VENDOR		N	23	5/22/98	5/23/98		7.50	67.50
Final totals								37.02	333.13

---

### Contents:

- Vendor number
- Vendor name
- Hold vendor checks (indicates whether vendor checks will be held automatically at Check Generation time and must be released from hold to be issued).
- Invoice number
- Invoice date
- Due date
- Discount amount
- Pay amount

## Accounts Payable Net Credit Balance Invoices Report

**Purpose:** Use this report to identify the invoices for a vendor that has a net credit balance for a specific time period.

**When generated:** Select the *Net debit balance only* field and select **Submit** on the Generate A/P Checks Screen (**MCHK**).

CWDirect Rel 3.0 A/P Net Credit Balance Invoices Rpt KLETENDRE ACR0436 5/22/9813:55:47 Pg1

The KL Mail Order Company

Vendor Number	Vendor Name	Invoice #	Invoice Date	---- Due Date ----	Discount	Pay Amount
101	US VENDOR	12	5/21/98	5/22/98	21.38DR	192.37DR
		13	5/21/98	5/22/98	2.00DR	18.00DR
		14	5/21/98	5/22/98	4.20DR	37.75DR
		15	5/21/98	5/22/98	9.22DR	82.99DR
		16	5/21/98	5/22/98	12.55DR	112.92DR
		17	5/22/98	5/23/98	8.43DR	75.83DR
		18	5/22/98	5/23/98	1.00DR	9.00DR
		24	5/22/98	5/23/98	3.00DR	27.00DR
		25	5/22/98	5/23/98		50.00DR
		27	5/22/98	5/22/98		100.00CR
		28	5/22/98	5/23/98	3.00DR	27.00DR
		30	5/22/98	5/23/98	1.50DR	13.50DR
		31	5/22/98	5/22/98		500.00CR
		34	5/21/98	5/22/98	8.49DR	86.51DR
		7	5/21/98	5/21/98		10.00CR
		8	5/21/98	5/22/98	12.51DR	112.62DR
		80	5/21/98	5/22/98	21.18DR	190.64DR
		9	5/21/98	5/21/98		600.00CR
Subtotal for Vendor		101			108.46DR	173.87CR
Final totals					108.46DR	173.87CR

### Contents:

- Vendor number
- Vendor name
- Invoice number
- Invoice date

*CWDirect 18.0*

- Gross due date
- Net due date
- Discount amount
- Pay amount
- Subtotal for vendor
- Final totals

## Disbursements Journal

**Purpose:** Use this journal to obtain information about which invoices were paid and how funds were disbursed for purchases. This report lists the disbursements only for the current check run.

**How to print:** Select **OK** at the Enter Division and Bank Screen (**PCHK**).

---

CWDirect Disbursements Journal LEE\_H ACR0173 7/19/94 15:03:22 Page 1  
 Vendor Name Mail Order Company

Vendor Name	Print Invoice #	Date	G/L #	Description	Invoice	Discount	Amount	Net
GENERATED CHECKS								
100	LINENS UNLIMITED							
	100-478-1	5/05/94	10010000	CURRENT ASSETS			2.00	2.00
	100-100-100	5/05/94	10010000	CURRENT ASSETS			2.00	2.00
			Check #	321	Date	7/19/94		4.00
						Generated		4.00
200	ACCESSORIES UNLIMITED							
	200-1-1-1	5/05/94	10010000	CURRENT ASSETS			2.95	2.95
	200-2-1-1	5/05/94	10010000	CURRENT ASSETS			2.95	2.95
			Check #	322	Date	7/19/94		5.90
						Generated		5.
						Total Generated		9.90
						Total Generated		9.90
						Total Manual		.00
						Total Disbursement		9.90

---

### Contents:

- Vendor number
- Vendor name
- Check printed indicator (prints an **X** if a check was printed for the vendor; otherwise is blank if *Print check* field in Vendor record is **unselected**)
- Invoice number
- Invoice date
- G/L account number to which payment will post
- G/L account number description

*CWDirect 18.0*

- Invoice amount
- Discount amount
- Net invoice amount (Invoice amount - Discount amount)
- A/P check number (user-assigned or preprinted; if *Print checks* field in Vendor record is **unselected**, check # = 0, unless overridden)
- Check date
- Total generated
- Total manual
- Total disbursement

## A/P Checks

**How to print:** Select **OK** at the Enter Division and Bank Screen (**PCHK**).

**Checks and vendors:** A physical check prints for a vendor only if the *Print checks* field in the Vendor record is **selected**.

If the *Print checks* field in the Vendor record is **unselected**, the check appears on the [Disbursements Journal](#), but no check prints. Usually, you wire payment to these vendors.

The *Max # of Invoices on a Check (C53)* system control value controls how many invoices to include on a check. In any case, the system will not include more than 10 invoices on a check.

Notice that the system prints a dummy check first to assist you in aligning the check forms in the printer.

---

```

XXXXXXXXXXXX XX/XX/XX      XXXXXXXX      X,XXX,XXX.XX-  X,XXX,XXX.XX-  X,XXX,XXX.XX-
XXXXXXXXXX  XX/XX/XX  XXXXXXXX  XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX  X,XXX,XXX.XX-
                                                XXXXXXXX
XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
                                                XX/XX/XX      X,XXX,XXX.XX-

XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
1          1/05/96                500.00                500.00
2          1/05/96                500.00                500.00
3          12/12/95                9,000.00              9,000.00
152       1/09/96          12    JACK'S JOKE SHOP          10,000.00
                                                152
Ten Thousand Dollars and Zero Cents                1/09/96          $10,000.00

JACK'S JOKE SHOP
10 SPEEN STREET
FRAMINGHAM MA 01701
    
```

---

### Contents:

- Invoice number
- Invoice date

*CWDirect 18.0*

- Invoice amount
- Discount amount, if any
- Payment amount (Invoice amount - discount amount)
- Check number
- Check date
- Vendor number
- Vendor name
- Check total

This information prints on the A/P check:

- Check number
- Check amount in words
- Check date
- Check amount in numerals
- Vendor name and address

## A/P Ledger

**How to print:** Complete the A/P Ledger Date Range Window (DAPI).

CWDirect Rel 3.0															
A/P Ledger															
EZK Mail Order															
Ledger Run From 1/01/98 Through 1/31/98															
Invoice #	Sts	Invoice Date	Posted Date	Gross	Net	Days	Days	Disc %	Invoice Amount	Discount Amount	Paid Amount	Balance	Check Number	Paid Date	PO #
Vendor : 2 READING WORKS															
IN123	O	1/01/98	1/13/98	90	60	10.00			150.00	10.00	90.00	50.00	166	1/13/98	0
IN456	O	1/01/98	1/13/98	90	60	10.00			150.00	10.00	90.00	50.00	168	1/13/98	0
IN789	P	1/01/98	1/14/98	90	60	10.00			150.00	15.00	135.00	.00	181	1/14/98	0
Vendor 2 totals									450.00	35.00	315.00	100.00			
Vendor : 10 HOMEWORKS															
INV2854	O	1/01/98	1/12/98	30	30	.00			15.95	.00	.00	15.95	0		0
INV2858	O	1/01/98	1/15/98	30	30	.00			44.00	.00	.00	44.00	0		0
INV2861	O	1/01/98	1/16/98	30	30	.00			100.00	.00	.00	100.00	0		0
INV2862	O	1/01/98	1/16/98	30	30	.00			200.00	.00	.00	200.00	0		0
2860	O	1/01/98	1/16/98	30	30	.00			85.00	.00	.00	85.00	0		0
2868	O	1/01/98	1/16/98	20	5	10.00			170.00	.00	.00	170.00	0		0
Vendor 10 totals									614.95	.00	.00	614.95			
Final totals									1064.95	35.00	315.00	714.95			

### Contents:

- Run date range: the range of dates included on the report
- Vendor number
- Vendor name
- For each vendor:
  - Invoice number: the number on the vendor's invoice for the merchandise or service purchased
  - Invoice status (**H**=held; **P** = paid; **C** = check issued; **O** = open, no disbursements have been made). If you use batch A/P invoice entry, suspended invoices are not included on the report.
  - Invoice date: the date on the vendor's invoice for the merchandise or service purchased

### *CWDirect 18.0*

- Posted date: the date when you posted the vendor's invoice to the Accounts Payable system
- Gross days: the number of days in which the invoice is due, (may default to the days associated with the vendor's payment terms code)
- Net days: the number of days after the invoice date (but before the due date) that you can take the discount
- Discount percentage: the discount that will be applied to each detail line on the invoice, if paid within the payment terms
- Invoice amount: the total charge for the merchandise or service purchased
- Discount amount: the dollar discount applied to the invoice
- Paid amount: the payment remitted to the vendor, calculated by subtracting the discount amount from the invoice amount
- Balance: the amount left to pay on the invoice
- Check number: the number of the check used to pay the vendor
- Paid date: the date on which a disbursement was made to the vendor for the merchandise or service purchased
- PO #: the number of the purchase order on which the merchandise or service was ordered from the vendor
- Vendor totals: the total open A/P for the vendor
- Grand total of open A/P: the overall total open A/P for all vendors

## A/P Reconciliation List

**How to print:** Select **OK** at the Reconciliation List Date Window (**WREC**).

CWDirect A/P Reconciliation List LEE_H ACR0227 7/13/94 15:59:42 Page 1						
Recon/Void Date	Check Printed	Check #	Check Date	Vendor Number	Vendor Name	Check Amount
UNRECONCILED	GENERATED CHECKS					
	X	7010	7/13/94	1000	VENDOR 1000	150.00
	X	7011	7/13/94	1001	VENDOR 1001 REMIT TO	2.99
	X	7014	7/13/94	27	SWATCH WATCHES	140.10
	X	7015	7/13/94	100	COMMERCIALWARE	121.25
	X	7018	7/13/94	1000	VENDOR 1000	2.95
					Total	417.29
UNRECONCILED	GENERATED CHECKS		DIRECT			
	X	7016	7/13/94	100	COMMERCIALWARE	145.50
					Total	145.50
UNRECONCILED	MANUAL CHECKS					
		162	6/01/94	14	COLE HANN REMIT TO	533.50
					Total	533.50
					Total Generated	417.29
					Total Manual	533.50
					Total Generated Direct	145.50
					Total Manual Direct	.00
					Total	1096.29

CWDirect A/P Reconciliation List LEE_H ACR0227 7/13/94 15:59:42 Page 2						
Recon/Void Date	Check Printed	Check #	Check Date	Vendor Number	Vendor Name	Check Amount
VOIDED	GENERATED CHECKS					
7/13/94		0	7/13/94	14	COLE HANN REMIT TO	33.95
7/13/94	X	7017	7/13/94	100	COMMERCIALWARE	97.00
					Total	130.95
					Total Generated	130.95
					Total Manual	.00
					Total Generated Direct	.00
					Total Manual Direct	.00
					Total	130.95

## CWDirect 18.0

---

CWDirect	A/P Reconciliation List			LEE_H ACR0227 7/13/94 15:59:42 Page 3		
Recon/Void Date	Check Printed	Check #	Check Date	Vendor Number	Vendor Name	Check Amount
RECONCILED	GENERATED	CHECKS				
7/13/94	X	7013	7/13/94	15	TIMBERLAND	97.00
					Total	97.00
					Total Generated	97.00
					Total	97.00
Final totals					Total Generated	645.24
					Total Manual	533.50
					Total Generated Direct	145.50
					Total Manual Direct	.00
					Total	1324.24

---

### Contents:

- Reconciliation/void date
- Check printed indicator (prints an **X** if a check was printed; otherwise is blank if a manual check was cut)
- Check number (system-generated if no check number was entered on the Work with A/P Checks Screen (**WCHK**))
- Check date (date generated if no check date was entered on the Work with A/P Checks screen)
- Vendor number
- Vendor name
- Check amount

### Order in which checks are listed in:

- Unreconciled checks, sorted by:
  - system-generated
  - direct disbursement
  - manual (off-line)
- Voided checks, sorted by:

### *CWDirect 18.0*

- system-generated
- direct disbursement
- manual (off-line)
- Reconciled checks, sorted by:
  - system-generated
  - direct disbursement
  - manual (off-line)

The system inserts a page break between the unreconciled, voided, and reconciled checks. The system subtotals checks by check type, then provides an overall total so that you can balance your account.



*CWDirect 18.0*

- **Total:** the sum of the merchandise and other charges on the invoice.
- **Subtotal by date:** the total of A/P postings for each date.
- **Grand total:** the overall total of A/P postings for the specified date range.

## Purchase Journal Summary Report by Vendor Number

**Purpose:** Use this report to review your A/P purchases for each vendor and verify that you have posted all your vendor invoices to the Accounts Payable system to ensure that they are paid.

**How to print:** Select this report on the Print Summary Report Select Screen (**PAPS**).

---

CWDirect      A/P Purchases Summary      LEE\_H ACR0247 7/20/94 8:58:15 Page 1  
                   Sorted By Vendor  
                   CWDirect Company

Purchases Journal Summary from 7/01/94 to 7/20/94

Vendor Name	Activity Date	Invoice #	Inv Date	Due Date	Merch	Other	Total
100 LINENS UNLIMITED	7/06/94	164A	7/01/94	7/01/94	50.00	.00	50.00
100 LINENS UNLIMITED	7/19/94	78B6	7/01/94	7/01/94	100.00	10.00	110.00
					Vendor Total		160.00
					Total		160.00

---

### Contents:

- **Date range:** the dates through which you specified to run this report. This report can be run for a single day if you entered the same date in the *From* and *To* date fields on the Print Summary Report Select Screen.
- **Vendor number**
- **Vendor name**
- **Activity date:** the date on which you posted a vendor invoice to the Accounts Payable system.
- **Invoice number:** the number of the vendor's invoice for the merchandise or service purchased.
- **Invoice date:** the date on the vendor's invoice.
- **Due date:** the date on which the vendor's invoice is due to be paid, based on the vendor payment terms (terms code).
- **Merchandise:** the total charge on the vendor's invoice for item(s) purchased.
- **Other:** the sum of the miscellaneous charges on the vendor's invoice, which may include sales tax, freight, etc.
- **Total:** the sum of the merchandise and other charges on the invoice.

*CWDirect 18.0*

- **Subtotal by vendor:** the total of A/P postings for each date.
- **Grand total:** the overall total of A/P postings for all vendors within the specified date range.

## Disbursements Journal Summary Report by Check Printed Date

**Purpose:** Use this report to review your vendor payments, in disbursement date sequence.

**How to print:** Select this report on the Print Summary Report Select Screen (**PAPS**).

---

CWDirect Disbursements Journal Summary LEE\_H ACR0239 7/20/94 8:58:36 Page 1  
 Sorted by Check Printed Date  
 CWDirect Company

Disbursements Journal Summary from 7/01/94 to 7/20/94

Print Date	Check #	Total	Discount	Paid	Vendor	Name
7/01/94	111	100.00	10.00	90.00	14	COLE HANN
7/01/94	112	100.00	.00	100.00	100	LINENS UNLIMITED
		Total for 7/01/94		190.00		
7/02/94	111	150.00	.00	150.00	14	COLE HANN
		Total for 7/02/94		150.00		
7/06/94	315	100.00	.00	100.00	14	COLE HANN
7/06/94	316	1000.00	.00	1000.00	100	LINENS UNLIMITED
7/06/94	317	50.00	5.00	45.00	100	LINENS UNLIMITED
7/06/94	318	130.00	.00	130.00	100	LINENS UNLIMITED
7/06/94	319	150.00	.00	150.00	100	LINENS UNLIMITED
		Total for 7/06/94		1425.00		
7/19/94	321	4.00	.00	4.00	100	LINENS UNLIMITED
7/19/94	322	5.90	.00	5.90	200	ACCESSORIES UNLIMITED
		Total for 7/19/94		9.90		
		Total Disbursement		1774.90		

---

### Contents:

- **Date range:** the dates through which you specified to run this report. This report can be run for a single day if you entered the same date in the *From* and *To* date fields on the Print Summary Report Select Screen (**PAPS**).
- **Print date:** the date on which the check was printed to pay the vendor invoice for the merchandise or service purchased.
- **Check #:** the number of the check (system-generated or manually-assigned) used to pay the vendor. Prints a **0** if the *Print checks* field in the Vendor record is **unselected**. This indicates that no physical check is printed for the vendor; instead, you pay the vendor via a wire transfer or a direct deposit.
- **Total:** the dollar amount of the invoice.

*CWDirect 18.0*

- **Discount:** the dollar amount of the discount applied to the invoice.
- **Paid:** the net total on the vendor invoice, which is the total invoice amount minus the discount amount. This is the amount that you paid the vendor.
- **Vendor number**
- **Vendor name**
- **Subtotal by date:** the total disbursement (vendor payments) on a given day.
- **Grand total:** the overall total of A/P disbursements for the specified date range.

## Disbursements Journal Summary Report by Vendor Number

**Purpose:** Use this report to review your A/P payments to each vendor.

**How to print:** Select this report on the Print Summary Report Select Screen (**PAPS**).

CWDirect Disbursements Journal Summary LEE\_H ACR0243 7/20/94 8:58:49 Page 1  
 Sorted By Vendor  
 Mail Order Company

Disbursements Journal Summary from 7/01/94 to 7/20/94

Vendor	Name	Date	Check #	Total	Discount	Paid
14	COLE HANN	7/01/94	111	100.00	10.00	90.00
		7/02/94		150.00	.00	150.00
		7/06/94		100.00	.00	100.00
					Vendor Total	340.00
100	LINENS UNLIMITED	7/01/94	112	100.00	.00	100.00
		7/06/94		1000.00	.00	1000.00
		7/06/94		50.00	5.00	45.00
		7/06/94		130.00	.00	130.00
		7/06/94		150.00	.00	150.00
		7/19/94		4.00	.00	4.00
					Vendor Total	1429.00
200	ACCESSORIES UNLIMITED	7/19/94	322	5.90	.00	5.90
					Vendor Total	5.90
					Total Disbursement	1774.90

### Contents:

- **Date range:** the dates through which you specified to run this report. This report can be run for a single day if you entered the same date in the *From* and *To* date fields on the Print Summary Report Select Screen.
- **Vendor number**
- **Vendor name**
- **Print date:** the date on which the check was printed to pay the vendor invoice for the merchandise or service purchased.

*CWDirect 18.0*

- **Check #:** the number of the check (system-generated or manually-assigned) used to pay the vendor. Prints a **0** if the *Print checks* field in the Vendor record is unselected. This indicates that no physical check is printed for the vendor; instead, you pay the vendor via a wire transfer or a direct deposit.
- **Total:** the dollar amount of the invoice.
- **Discount:** the dollar amount of the discount applied to the invoice.
- **Paid:** the net total on the vendor invoice, which is the total invoice amount minus the discount amount. This is the amount that you paid the vendor.
- **Subtotal by vendor:** the total disbursement (vendor payments) for each vendor.
- **Grand total:** the overall total of A/P disbursements for all vendors within the specified date range.

## Purchases/Disbursements Summary Report

**Purpose:** Use this report to review every transaction to every General Ledger account number, including postings for purchases to A/P and expense accounts and postings or disbursements from A/P, cash, and discount accounts. This provides another view of your A/P activity over the specified date range. Each purchase and disbursement listed on this report will credit and debit a General Ledger account.

**How to print:** Select this report at the Print Summary Report Select Screen (**PAPS**).

CWDirect Purchases/Disbursements Summary LEE\_H ACR0265 7/20/94 8:59:02 Page 1

CWDirect Company

Purchases & Disbursements Summary from 7/01/94 to 7/20/94

Vendor Name	Invoice #	Activity Date	Debit	Credit	Total
<b>Account # 1007000 INVENTORY</b>					
14 COLE HANN	62	7/01/94		100.00	
14 COLE HANN	1001	7/01/94		90.00	
100 LINENS UNLIMITED	78994	7/01/94		1000.00	
100 LINENS UNLIMITED	666	7/01/94		45.00	
100 LINENS UNLIMITED	44	7/01/94		130.00	
100 LINENS UNLIMITED	777LEE	7/01/94		150.00	
100 LINENS UNLIMITED	76233	7/01/94		100.00	
		<b>Total</b>		1765.00	1765.00CR
<b>Account # 10010100 CASH</b>					
14 COLE HANN	1001	7/06/94	90.00		
14 COLE HANN	1002	7/06/94	150.00		
100 LINENS UNLIMITED	44	7/06/94	130.00		
100 LINENS UNLIMITED	666	7/06/94	45.00		
100 LINENS UNLIMITED	76233	7/06/94	100.00		
100 LINENS UNLIMITED	777LEE	7/06/94	150.00		
100 LINENS UNLIMITED	78994	7/06/94	1000.00		
		<b>Total</b>	1765.00		1765.00
<b>Account # 10030100 ACCOUNTS PAYABLE</b>					
100 LINENS UNLIMITED	76233	7/01/94	100.00		
		<b>Total</b>	1765.00		1765.00
14 COLE HANN	62	7/06/94		100.00	
14 COLE HANN	1001	7/06/94		90.00	
14 COLE HANN	1002	7/06/94		150.00	
100 LINENS UNLIMITED	76233	7/06/94		100.00	
		<b>Total</b>		1765.00	1765.00CR
		<b>Final total</b>	3530.00	3530.00	0.00

**Contents:**

- **Date range:** the dates through which you specified to run this report. This report can be run for a single day if you entered the same date in the From and To date fields on the Print Summary Report Select Screen.
- **G/L account number:** the General Ledger account number against which this A/P transaction posted.
- **G/L account description**
- **Vendor number**
- **Vendor name**
- **Invoice number:** the number of the vendor's invoice for the merchandise or service purchased.
- **Activity date:** the date on which you posted a vendor invoice to the Accounts Payable system for a purchase or you generated a check for an Accounts Payable disbursement.
- **Debit:** the dollar amount you are debiting this General Ledger account; this is offset by a credit.
- **Credit:** the dollar amount you are crediting this General Ledger account; this is offset by a debit.
- **Total:** the sum of the credits or debits to the General Ledger account.
- **Activity type:** prints PURCHASE if this transaction represents a posting to the General Ledger for a purchase
- **Final total for all postings:** the grand total of all debits and credits and the balance

## A/P Aging Summary Report

**How to print:** At the Print A/P Aging Screen (**MPAP**) select **OK**. A message displays informing you that the report has been printed.

Job 357999/LIZ\_P/AP\_AGING submitted to job queue QBATCH in library

CWDirect Rel 2.1 A/P Aging Summary LIZ\_P APR0096 7/18/97 11:17:34 Page 1

The Mail Order Company

Name/Vendor#	Phone#	Total	CURRENT	1-3	4-6	7-9	10-12	13+
OMAR PRODUCTIONS		3650.00	1300.00	1200.00			1150.00	
909 5088796428								
		<b>Final Total</b>	<b>CURRENT</b>	<b>1-3</b>	<b>4-6</b>	<b>7-9</b>	<b>10-12</b>	<b>13+</b>
		3650.00	1300.00	1200.00			1150.00	

### Contents:

- vendor name (not remit to name)
- vendor number
- vendor phone number (no extension number appears)
- total due
- current due (the aging buckets are defined by system control values such as *A/P Aging 1 Column Heading (C22)*)
- 1-30 days past due
- 31-60 days past due
- 61-90 days past due
- 91-120 days past due
- over 120 days past due
- final total

## Vendor Charge Back Notification

**How to print:** Select **OK** at the Print Vendor Charge Back Notifications Screen (**PVCN**) or the Reprint Notifications Screen (**PVCN**).

*** Vendor Charge Back Notification ***										
EZK Mail Order 10 SPEEN STREET  FRAMINGHAM, MA 01701 USA			Page No.: 1		Charge Back No.: 14		Create Date: 1/28/97		Return Auth No.: 123456789012345	
			PO No.:		Invoice No.: 000000014CR		Print Date: 2/07/97		Reason: OVERSHIPMENT	
<u>Charge To:</u>			<u>Ship To:</u>							
HARDWARE SHOP 10 MAIN STREET FRAMINGHAM, MA 01701			COMPUTERTOWN 10 SPRING STREET FRAMINGHAM, MA 01701							
Comments:										
<u>No.</u>	<u>DEPT/CLASS</u>	<u>VEMDPR/ITEM NO.</u>	<u>ITEM NO.</u>	<u>CLR</u>	<u>SIZE</u>	<u>WDTH</u>	<u>QUANTITY</u>	<u>U/M</u>	<u>UNIT COST</u>	<u>EXTENDED COST</u>
1	4		AB100				100	EA	1.7550	175.50
			BLUE MOUSE PAD							
2			CD200				2	EA	15.0000	10.00
			100-CD CASE							
										HANDLING CHARGE 10.00
										=====
								TOTAL		215.50

### Contents:

- name and address of your company
- page number of the vendor charge back notification
- vendor charge back number
- date the charge back was created
- return authorization number
- purchase order number
- A/P invoice credit number
- date printed
- charge back reason (description of the reason code)

### CWDirect 18.0

- name and address of the vendor against whom you are processing the credit (the *Charge vendor*)
- ship to" address for the charge back, which defaults to the *Charge vendor's* name and address; however, you may have overridden the default using **Override Address** at the Vendor Charge Back Detail Screen (**WVCB**)
- any messages you entered for the charge back by selecting **Messages**, if you set the *Print?* flag to **Y**
- any instructions for the vendor (this field is not currently implemented)
- the line number of the item on the vendor charge back
- the department code for the item
- the item class for the item
- the vendor/item code for the item with the *Charge vendor*
- the item code for the item in your own company, including any SKU detail
- directly below the vendor/item code and the item code, the descriptions associated with each
- the quantity of the item being charged back
- the unit of measure for the item (not the vendor/item)
- the unit cost of the item from the vendor charge back
- the extended cost of the item (quantity times unit cost)
- the description and amount of any additional charges on the charge back
- the total amount of the charge back

## Vendor Charge Back Report

**How to print:** Select **OK** at the Print Vendor Charge Back Report Screen (**PVCB**).

---

CWDirect Rel 2.0      Vendor Charge Back Report      ELISE\_K APR0071      2/10/97 9:18:16 Page      1

<u>Vendor#</u>	<u>Vdr Name/Address</u>	<u>Chg Back#</u>	<u>Sts</u>	<u>Item</u>	<u>SKU</u>	<u>Description</u>	<u>Quantity</u>	<u>Cost</u>
34	GARDNER GOURMET SUPPLY 10 SPEEN STREET FRAMINGHAM MA 01701							
		14	P	279-PNG		PIZZA STONE	100	5.7550
		14	P	279-131		DELUXE CLASSIC TOASTER	2	15.0000
		28	P	AB300		GOURMET POWER BLENDER	10	22.0000
		28	P	AB300		GOURMET POWER BLENDER	10	22.0000
		29	P	AB300		GOURMET POWER BLENDER	1	22.0000
		30	P	AB400		GARLIC PRESS	1	1.0000
		880						
		13	P	279-131		DELUXE CLASSIC TOASTER	20	15.5000

---

### Contents:

- *Invoice vendor* number
- *Invoice vendor* name and address
- purchase order number on the vendor charge back, if any
- charge back number
- status of the vendor charge back. Valid values are:
  - **O** = Open
  - **P** = Processed
  - **S** = Shipped
  - **R** = Reversed
- item code (your item code, as opposed to the vendor/item)
- SKU code
- item description or SKU description, if a SKUed item

*CWDirect 18.0*

- item quantity being charged back
- item cost from the charge back. This amount represents the unit cost if you use standard or average costing; it represents the extended cost if you use FIFO Costing.
- any additional charges for the charge back

## G/L Interface Posting List

**How to print:** Select **Print** at the Print General Ledger Interface screen (**DGLI**).

---

CWDirect      Print General Ledger Interface      ELISE\_K GLR0030 2/05/98 15:01:53 Page 1  
    Sarah's Joke Shop

Date	Ent	Div	Journal Source	G/L #	Description	Debit	Credit
1/26/98	100	01	SALE/MERCH SALE	60100	100 01 MERCHANDISE SALES	.00	100.00
1/26/98	100	01	SALE/CASH CHECK	31001	100 01 CASH CHECK	61.00	.00
1/26/98	100	01	SALE/ACC RCV	10201	100 01 ACCOUNTS RECEIVABLE SALES	40.95	.00
1/26/98	100	01	SALE/TAX	32000	100 01 SALES TAX	.00	1.95
1/26/98	100	01	CASH ACT/RCV	10102	100 01 ACCOUNTS RECEIVABLE CASH	17.35	.00
1/26/98	100	01	CASH/DEF LIAB	31001	100 01 DEFERRED LIABILITY CASH	.00	17.35
1/26/98	Totals:					119.30	119.30
2/03/98	100	01	CASH ACT/RCV	10102	100 01 ACCOUNTS RECEIVABLE CASH	23.31	.00
2/03/98	100	01	CASH/DEF LIAB	31001	100 01 DEFERRED LIABILITY CASH	.00	23.31
2/03/98	Totals:					23.31	23.31
2/04/98	100	01	SALE/MERCH RTN	60202	100 01 MERCHANDISE RETURN SALE	206.00	.00
2/04/98	100	01	SALE/CC	10202	100 01 CREDIT CARD SALE	.00	160.65
2/04/98	100	01	SALE/TAX	32000	100 01 SALES TAX	9.60	.00
2/04/98	100	01	SALE/ACC RCV	10201	100 01 ACCOUNTS RECEIVABLE SALE	.00	56.95
2/04/98	100	01	SALE/MERCH DISC	60201	100 01 MERCHANDISE DISCOUNT SALE	45.00	.00
2/04/98	100	01	SALE/MERCH SALE	60100	100 01 MERCHANDISE SALES	.00	45.00
2/04/98	100	01	SALE/ADD'L CHRG	60400	100 01 ADDITIONAL CHARGES SALES	2.00	.00
2/05/98	Totals:					262.60	262.60
2/05/98	100	01	SALE/MERCH DISC	60201	100 01 MERCHANDISE DISCOUNT SALE	.00	25.00
2/05/98	100	01	SALE/CC	10202	100 01 CREDIT CARD SALE	26.25	.00
2/05/98	100	01	CASH ACT/RCV	10102	100 01 ACCOUNTS RECEIVABLE CASH	44.83	.00
2/05/98	100	01	CASH/DEF LIAB	31001	100 01 DEFERRED LIABILITY CASH	.00	44.83
2/05/98	100	01	SALE/TAX	32000	100 01 SALES TAX	.00	1.25
2/05/98	Totals:					71.08	71.08
Final Totals:						476.29	476.29

---

### Contents:

- Date of transaction
- Entity
- Division
- Journal source
- G/L number
- G/L number description

*CWDirect 18.0*

- Debit amount
- Credit amount
- Total debit and credit amount by date
- Total debit and credit amount for the report

## General Ledger Control Report

**How to print:** Select **Submit** at the General Ledger Control Report screen (**PGLC**).

CWDirect Rel 3.5 General Ledger Control Report LETENDRE GLR0056 10/16/98 13:28:06 Page 1  
KAL Company

From: 5/01/98 to: 10/16/98	Trans Total	G/L Total	Out of Balance
Journal Source			
Sale/Merchandise Sale	2,031.60	2,021.60-	10.00
Sale/Freight	172.00	172.00-	
Sale/Additional Freight			
Sale/Additional Charge			
Sale/Handling	5.00	5.00-	
Sale/Tax	131.26	130.76-	.50
Sale/GST			
Sale/PST			
Sale/Cash/Check	1,134.56	1,124.06	10.50
Sale/Credit Card	664.50	664.50	
Sale/Coupon/GC	5.00	5.00	
Sale/AR	535.80	535.80	
Sale/COD			
Cash/AR	253.50	253.50	
Cash/Sundry Debit	470.00	470.00	
Cash/Sundry Credit	465.00-	465.00-	
Cash/Credit Card Deposit			
Cash/Deferred Liability	3,840.30	3,840.30-	
Coupon/Deferred Liability			
A/R	258.50-	258.50-	
A/R Adjustment	100.99	100.99	
Refund/Cancel			
Refund/Refund	345.50	345.50	
Refund/Write Off			
A/P Purchases	1,087.68	1,087.68-	
A/P Cash			
A/P Expense	1,087.68-	1,087.68	
A/P Disbursements	182.92-	182.92	
Inventory Value	13,542.52	3,950.00	9,592.52
Inventory Offset	13,542.52-	3,950.00-	9,592.52-

### Contents:

- date range included on the report
- journal source (the description of the transaction(s) that caused the posting(s))
- transaction total (total dollar value of all transactions for the journal source)
- G/L total (the dollar total posted to the General Ledger Interface file for the journal source)

*CWDirect 18.0*

- out of balance (total dollar value out of balance for the journal source) A journal source might be out of balance because:
  - the G/L numbers are set up incorrectly
  - the G/L numbers are not defined
  - there are incomplete transactions for the journal source

## Accounts Receivable Reports

- [A/R Batch Payment List](#)
- [A/R Invoice](#)
- [A/R Statement](#)
- [Daily Cash Receipts Journal](#)
- [Monthly Cash Receipts Journal](#)
- [Summary Aging Report](#)
- [A/R Aging Summary Report](#)
- [Detail Aging Report](#)
- [A/R Control Report](#)
- [A/R Adjustments Journal](#)
- [A/R Adjustment Summary](#)
- [Cash Receipts Sundry Journal](#)

## A/R Batch Payment List

**Purpose:** The system produces this report each time you process an A/R batch or group of batches through High Speed A/R Payment Entry and Batch Processing (WABP). This report lists:

- the invoices that have been processed by batch number
- a total for each batch
- the status of each invoice
- the payment amount for each invoice
- any errors that occurred during processing

---

CWDirect Rel 2.0 A/R Batch Payment List KAREN\_L ACR0348 11/13/96 12:44:55 Page 1

The Mail Order Company

Batch #	87	Payment date	11/13/96	Division	01	Bank #	KAL	
Invoice#	Bill To#	Sts	Check#	Opn	Item#	Amount	Error Code	
71	175	P	10023		146	126.00	Processed	
72	175	P	12654		151	126.00	Processed	
73	175	P	20056		152	126.00	Processed	
74	175	P	10004		153	126.00	Processed	
75	175	P	20008		154	126.00	Processed	
76	175	P	12403		155	367.50	Processed	
77	175	P	10009		156	367.50	Processed	
78	175	P	11004		157	36.75	Processed	
79	175	P	10001		158	300.00	Underpayment	
80	170	P	111005		159	367.50	Invoice/Bill To Mismatch	
81	175	P	0		160	126.00	Processed	
82	175	P	4005		161	52.00	Overpayment	
Total amount deposited:						1,527.75		
Total amount in error:						719.50		
Total amount processed:						2,247.25		

---

### Contents:

- batch number
- payment date

*CWDirect 18.0*

- division
- bank number
- invoice number
- bill to number
- status (the status of a payment within the batch. Valid values are:
  - **E** = an error occurred during processing
  - **P** = the payment has been processed)
- check number
- open item number
- amount
- error code (a code that identifies the status or error that occurred for this invoice during processing). Error codes that can occur during A/R batch payment processing are:
  - overpayment (the payment amount entered for this invoice exceeds the invoice amount).
  - underpayment (the payment amount entered for this invoice is less than the invoice amount).
  - invoice status closed (the invoice has already been paid and is now in a closed status).
  - bill-to does not exist (an invalid bill-to number was entered for this invoice).
  - invoice does not exist (an invalid invoice number was entered for this invoice).
  - invoice/bill-to mismatch (a bill-to number was entered for the wrong invoice).
  - miscellaneous/other error (this message defaults when an error not generated by one of the first six problems, for example, a system error, occurs).
- total amount deposited
- total amount in error
- total amount processed

*CWDirect 18.0*

Any invoices that report an error did not process. You must enter them again in a new batch.

## A/R Invoice

**How to print:** Complete the Print Invoices screen (**PINV**).

---

MARA PLUMBING SUPPLY				2025	
290 WORCESTER STREET				96	
				103	
GRAFTON, MA 01519 US		COMMERCIALWARE			
MARA, PHILIP J		10 SPEEN STREET			
30 PIGEON HILL ROAD					
		FRAMINGHAM, MA 01710 USA			
GRAFTON, MA 01519 USA					
A/R					
50	50	EA	FE2X3	FIRE EXTINGUISHER INSPECTION TAG	18.00
50	50	EA	PT1	PROPERTY ID STIKTAGS - BLANK MSG 100 CT.	29.95
50	50	EA	ST1X3R	COLORED SCOT-TAGS - RED	28.75
				3835.00	192.09
				6.50	4.95

---

### Contents:

- Invoice Number: the invoice number is assigned during pick slip generation or Billing Async, depending on the setting of the *Generate Invoice Number at Pick Gen (H80)* system control value
- Date: the date the invoice was generated during Billing Async
- Customer Account Number: the Bill To account number (for orders paid on-account/Accounts Receivable only) or the Customer Sold To number
- Customer Order Number: the order number referenced on the invoice
- Purchase Order Number: the purchase order number from the Order Ship To file, entered on the Work with Order Ship to Properties screen (**Properties** at the Work with Order Screen) or the Work with Order/Recap screen in Order Entry
- Shipped to: the delivery address on the order, consisting of:
  - Company Name
  - Name
  - Initial

*CWDirect 18.0*

- Last Name
- Street Address
- Apartment Number
- Address Lines 2-4
- City
- State
- Postal Code
- Sold to: the name and address of the buyer on the order, which is the Bill To (for A/R orders only) or the Sold To, consisting of:
  - Company Name
  - Name
  - Initial
  - Last Name
  - Street Address
  - Apartment Number
  - Address Lines 2-4
  - City
  - State
  - Postal Code
- Remit to: this information is taken from the Company Address file. This is the address to which the customer should send payment, and contains:
  - Company Name
  - Name
  - Initial
  - Last Name
  - Street Address
  - Apartment Number

## CWDirect 18.0

- Address Lines 2-4
- City
- State
- Postal Code
- Units Ordered: the quantity ordered from the *Ordered* field on the Order Detail record
- Units Shipped: the quantity shipped from the *Qty Shipped* field on the Invoice Detail record
- UM: the stocking unit of measure for the item from the *Unit/Measure* field in the Item file
- Item Number: the item and SKU numbers from the Invoice Detail file.
- Description: the item description from the Item file
- Price: the selling price of the item from the *Price* field in the Invoice Detail file
- Amount: the extended amount of the invoice detail line, calculated by multiplying the price times the quantity shipped in the Invoice Detail file. This is the selling price of the item, after the discount, if any.
- Notes: up to 3 lines of "I" type Order Information lines can be printed here. These messages are entered by selecting **Messages** in Order Entry or Order Maintenance. The print code should be set to an I for any message that you wish to print here
- Sub-total: the total of all extended amounts for all detail lines on the invoice
- Tax: the tax amount from the *Tax* field on the Invoice Ship to record
- Freight Charges: the total of the amounts in the *Freight and Additional Freight* fields on the Invoice Ship To record (*7 positions with a 2-place decimal, numeric*).
- Additional Charges: the total amount of additional charges in the Ship To file (*7 positions, with a 2-place decimal, numeric*).
- Handling Charges: the total amount of handling charges from the Invoice Ship To file (*7 positions with a 2-place decimal, numeric*).
- Total: the subtotal, the tax amount, freight charges, additional charges and handling charges on the order (*11 positions with a 2-place decimal, numeric*).

*CWDirect 18.0*

- Amount. Paid: for “prepaid” pay methods (all pay types with a pay category of 1 or 5) the total in the *Amount to Charge* fields on all Order Payment Methods. For credit card pay methods, the total of the Invoice Detail Pay Methods. These two amounts will be added together to determine the Amount Paid. This total on the invoice represents the amount paid thus far on the order (*7 positions with a 2-place decimal, numeric*).
- Balance Due: all of the Invoice Detail Payment Methods for A/R and C.O.D. This represents what the customer owes for that shipment. On partial shipments, the balance due should be until the amount paid has been exhausted (this will typically be the last shipment).

## A/R Statement

**How to print:** Complete the Print Statements screen (PSTS).

EZK Mail Order				EZK Mail Order			
24 PRIME PARK WAY				24 PRIME PARK WAY			
SECOND FLOOR				SECOND FLOOR			
NATICK, MA 01760 USA				NATICK, MA 01760 USA			
	7/13/04	442		7/13/04	442		
COMMERCIALWARE				COMMERCIALWARE			
MS. ARIEL B PIONUS				MS. ARIEL B PIONUS			
24 PRIME PARK WAY				24 PRIME PARK WAY			
SECOND FLOOR				SECOND FLOOR			
NATICK, MA 01760 USA				NATICK, MA 01760 USA			
9/09/03	6774	PO # 123	9008	31.33	21.33	6774	21.33
3/04/04	7004		9051	29.82	29.82	7004	29.82
3/04/04	7005		9058	29.82	29.82	7005	29.82
This statement reflects account activity up to 7/04							
Thank you. We appreciate your business							
CURRENT	31-90	91-150	151-210	211-270	271+		
.00	.00	59.64	.00	.00	31.33		90.97

**Contents:** The contents of the base A/R statement (program **ACR0288**) are:

- company name and address (included only if the *Print Company Address on Statements (D58)* system control value is **selected**). Repeated on the right.
- current date. Repeated on the right.
- bill-to customer number. Repeated on the right.
- bill-to customer name and address
- for each invoice:
  - the invoice date
  - the invoice number. Repeated on the right.
  - the purchase order number, if any
  - the order number

CWDirect 18.0

- the total invoice amount
- the remaining invoice amount after applying any payments. Repeated on the right.
- the statement messages, if any
- the aging bucket totals for the bill-to customer

If the *Statement Print Program (B85)* system control value is set to **ACR0525**, the prefix description is spelled out, provided the *Validate Prefix (I27)* system control value is **selected**. Also, when you use this print program, the invoice details include:

- the invoice date
- the customer sold-to number
- the pick control number (not included if the pick slip was confirmed through Manually Confirming Shipments (**MCON**), Repeated to the right.
- the order number
- the total invoice amount
- the remaining invoice amount. Repeated to the right.

The other information on the statement is the same as with the base printing program.

---

9/09/03	1092	10467	9008	31.33	21.33	10467	21.33
3/04/04	1092	3457395	9051	29.82	29.82	3457395	29.82
3/04/04	1093	3457398	9058	29.82	29.82	3457398	29.82

---

## Daily Cash Receipts Journal

### How to print:

1. At the Print Cash Receipts Journal screen (PCJR), enter the date that corresponds to the daily journal you want to print.
2. Select **Daily** in the *Type of journal* field.
3. Select **OK** to submit the specified report for print.

---

CWDirect	Rel 6.0	<b>Cash Receipts Journal</b>				KBOTTGER ACR0273 4/19/02 8:36:09 Page 1								
						KAB Co.								
Date :	4/19/02													
Bank :	JPY JAPANESE BANK													
Batch :	1189													
Acct	Bill To Name	Note	Tran	Check #	Deposit	Ty	Inv#	Detail	A/R	Deferred Liab	A/R CC	Contribution	Sundry	G/L#
51	LETENDRE, ROBERT R		Cash		38.47						.00	.00		
							IN	1527	23.08	3,000.00				
							CR	1528	7.69	1,000.00				
							IN	1527	23.08	3,000.00				
Batch	1189 Totals:	Deposit . . . . .			38.47		Alternate Currency Totals:			7,000.00				
		Adjustments . . . . .			.00									
		A/R . . . . .			53.85									
		Deferred Liability:			.00									
		A/R Credit Card . . .			.00									
		Contribution . . . . .			.00									
		Sundry . . . . .			.00									
Bank	JPY Totals:	Deposit . . . . .			38.47		Alternate Currency Totals:			7,000.00				
		Adjustments . . . . .			.00									
		A/R . . . . .			53.85									
		Deferred Liability:			.00									
		A/R Credit Card . . .			.00									
		Contribution . . . . .			.00									
		Sundry . . . . .			.00									
Totals for	4/19/02 :	Deposit . . . . .			38.47									
		Adjustments . . . . .			.00									
		A/R . . . . .			53.85									
		Deferred Liability:			.00									
		A/R Credit Card . . .			.00									
		Contribution . . . . .			.00									
		Sundry . . . . .			.00									

---

## Contents:

- **Date:** The date the report was generated.
- **Bank:** The bank to receive deposits.
- **Batch:** The cash batch number; a sequential, system-assigned number. For all miscellaneous or adjustment transactions, the system defaults a batch number from the Default Cash Receipts Batch Number (E84) system control value (a separate page prints for each batch).
- **Acct:** Account number, if an A/R customer.
- **Bill to name:** Customer bill to name for A/R receipts, or Customer sold to name.
- **Note:** the receipt source, such as an order number.
- **Tran:** transaction type, such as a check or cash.
- **Check #:** check number associated with the transaction.
- **Deposit:** deposit amount in the local currency.
- **Type:** A/R transaction type.
- **Inv #:** invoice number associated with the transaction.
- **Detail A/R:** the amount applied to each A/R invoice in the local currency. If you use alternate currency pricing (the *Use Alternate Currency Pricing (H89)* system control value is **selected**) and the transaction is associated with an alternate currency, the amount also prints in the alternate currency. CWDirect uses this calculation to determine the alternate currency amount:  $\text{transaction amount} \times \text{conversion rate from the Order Header Extended file} = \text{alternate currency amount}$ . If the *Decimalized currency* field for the alternate currency is **selected**, CWDirect includes the decimals in the alternate currency amount; if the *Decimalized currency* field is **unselected**, CWDirect rounds the alternate currency amount to the nearest whole unit of currency. For example, if the transaction amount is 24.00 in the local currency and the conversion rate is 2.36, the alternate currency amount is 56.64. If the *Decimalized currency* field for the alternate currency is **unselected**, the alternate currency amount is 57.00.
- **Deferred liability:** the amount applied to deferred liability in the local currency.
- **A/R CC:** the amount applied to credit card A/R in the local currency.

CWDirect 18.0

- **Contribution:** the amount applied to contributions in the local currency.
- **Sundry:** the amount applied to sundries in the local currency.
- **G/L #:** the general ledger number for the transaction.
- **Alternate currency totals:** the total alternate currency amount for all of the A/R invoices in the cash batch. Not included if the invoices in the batch are not associated with an alternate currency, or if the *Use Alternate Currency Pricing (H89)* system control value is **unselected**.

The report also provides column totals by batch, bank, and date for the following:

- **Alternate currency totals:** the total alternate currency amount for all of the A/R invoices associated with the bank. Not included if the invoices for the bank are not associated with an alternate currency, or if the *Use Alternate Currency Pricing (H89)* system control value is **unselected**.
- **Deposit:** the total deposit amount in the local currency for the cash batch, bank, and date.
- **Adjustments:** the total adjustment amount in the local currency for the cash batch, bank, and date.
- **A/R:** the total A/R amount in the local currency for the cash batch, bank, and date.
- **Deferred liability:** the total deferred liability amount in the local currency for the cash batch, bank, and date.
- **A/R credit card:** the total A/R credit card amount in the local currency for the cash batch, bank, and date.
- **Contribution:** the total contribution amount in the local currency for the cash batch, bank, and date.
- **Sundry:** the total sundry amount in the local currency for the cash batch, bank, and date.

**Note:** Both the daily and monthly report include totals by currency if the *Multi Currency by Offer (E03)* system control value is **selected**.



## Summary Aging Report

**How to print:** Select **Accept** at the A/R Aging Reports screen (**MPAR**) if the *Summary aging report* field is set to **Y**.

CWDirect Rel 3.5 Summary Aging Report EKAPLAN ACR0088 9/29/98 12:27:31 Page 1  
 EZK Mail Order

**Selection criteria:**

Balance Due (greater than or equal to) 500.00  
 121 days past due

**Account No. Name/Address**

12		Credit limit . . :	10000
	MRS EVELYN REDWOOD	Open A/R . . . :	528.00
	210 REEDSDALE AVENUE	On Order . . . :	355.00-
		Phone #'s - Day :	
		Eve:	
		Fax:	

ISLE OF WIGHT MA 02186  
 USA

CURRENT	1-30	31-60	61-90	91-120	121+	
.00	.00	.00	.00	.00	.00	578.00
50.00-	.00	.00	.00	.00	.00	578.00
<b>Final totals</b>						
CURRENT	1-30	31-60	61-90	91-120	121+	Total A/R Balance
.00	144.00-	25.85	20.18	1,936.00	17,465.30	19,303.33

### Contents:

- selection criteria:
  - balance due minimum, if specified
  - minimum number of days past due, if specified
- bill-to account number
- company name/address
- credit limit
- total open A/R balance net of credits
- total open orders
- phone numbers

## CWDirect 18.0

- day
- evening
- third (fax or mobile, based on the setting of the *Third Phone Number Type (L53)* system control value)
- totals due in each aging bucket you have set up in the System Control file (**Note:** Net credits print only in the second row of buckets; otherwise, the buckets are the same.)
- totals for all bill-to customers appearing on the report

**Note:** The *Net A/R credits in each age 'bucket' when aging A/R items* system control value controls whether credits fall into the appropriate aging buckets based on their due dates, or remain in the most current bucket. If this system control value is selected, the totals that print in each aging bucket will be net of credits.

## A/R Aging Summary Report

**How to print:** This report prints when you select **Accept** at the A/R Aging Reports screen (**MPAR**) if the *Summary aging report (condensed)* field is selected.

---

CWDirect Rel 3.5		A/R Aging Summary EKAPLAN ACR0389 9/29/98 12:27:36 Page 1					
Condensed Version		EZK Mail Order					
Selection Criteria:							
Balance Due (greater than or equal to)		500.00					
121 days past due							
Name/Acct# Phone#	Total	CURRENT	1-30	31-60	61-90	91-120	121+
	528.00						528.00
12 508) 555-1111							
MAGICAL MOMENTS	640.00						640.00
28 603) 555-2222							
SADDLEBROOK	10510.50						10510.50
57							
BEGELMAN'S	1180.75				64.00		1116.75
154 215) 555-7777							
MENLO COFECTIONS	592.18						592.18
155							
	Final Total	CURRENT	1-30	31-60	61-90	91-120	121+
	19303.33	84.00-		25.85	80.18	1936.00	17465.30

---

### Contents:

- selection criteria:
  - balance due minimum, if specified
  - minimum number of days past due, if specified
- company name
- bill-to account number
- day phone number (no extension)
- total A/R due for the bill-to customer
- totals due in each aging bucket you have set up in the System Control file
- totals for all bill-to customers appearing on the report

*CWDirect 18.0*

**Note:** The *Net A/R credits in each age 'bucket' when aging A/R items* system control value controls whether credits fall into the appropriate aging buckets based on their due dates, or remain in the most current bucket. If this system control value is selected, the totals that print in each aging bucket will be net of credits.



CWDirect 18.0

- bill-to customer's credit limit
- bill-to customer's total open accounts receivable
- total open orders for the bill-to customer
- daytime, evening, and third (fax or mobile, based on the setting of the *Third Phone Number Type (L53)* system control value) phone numbers
- for each of the customer's open items:
  - open item type, as defined in the A/R Type file
  - invoice number
  - date when the invoice was created
  - date when the invoice is/was due
  - total invoice amount; a minus sign indicates a credit
  - discount, if any
  - paid amount, if any
  - balance remaining on the invoice
  - date when the open item was paid in full
- totals due in each aging bucket you have set up in the System Control file for each bill-to customer (**Note:** The first row of aging buckets represents the regular aging buckets for the bill-to customer, calculated either by the open items' due date or the invoice date depending on the setting of the *Age by Date Type (C02)* system control value. The second row of aging buckets represents the cash aging buckets for the bill-to customer, calculated based on the open items' expected receipt date.)
- totals due in each aging bucket for all customers on the report

## A/R Control Report

**How to print:** Complete the A/R Control Report Screen (**PARC**).

---

```

CWDirect Rel3.0 A/R Control Report JCES ACR0402 10/20/98 10:29:17 Page 1
                The KL Mail Order Company
From: 9/20/98 to 10/20/98
A/R Starting Balance :          5,507.00
A/R Ending Balance  . :          4,006.00
-----
A/R Net Change . . . :          1,501.00-
A/R Sales . . . . . :             69.60
A/R Credits . . . . . :              .00
A/R Cash . . . . . :          1,295.60
A/R Sundry . . . . . :              .00
A/R Adjustments . . . :          200.00-
A/R Refunds . . . . . :              .00 (created today - not processed today)
A/R Refunds . . . . . :          219.00 (processed today - not created today)
A/R Refunds . . . . . :              .00 (processed today - orig categ NON A/R)
A/R Refunds . . . . . :              .00 (converted A/R credits)
-----
Transaction Total . . :          1,645.00-
Out of Balance . . . :           144.00
Final totals
    
```

---

### Contents:

- date range included on the report
- A/R starting balance (The total A/R balance at the first date on the report; calculated as:

Open balance of A/R Open Item records (prior to the start date) + paid amount of A/R Payment Detail (after the start date)).

- A/R ending balance (The total A/R balance at the last date on the report; calculated as:

Open balance of A/R Open Item records (prior to the end date) + paid amount of A/R Payment Detail (after the end date)).

- A/R Net Change (The total difference between the A/R starting and ending balances; calculated as:

A/R ending balance - A/R starting balance).

*CWDirect 18.0*

- A/R Sales (The total of positive Invoice Payment records with a pay category of A/R or COD within the selected date range).
- A/R Credits ( The total of negative Invoice Payment records with a pay category of A/R or COD within the selected date range).
- A/R Adjustments (Any adjustments made to update the customer's A/R account; calculated as:

The Open Item - Debit total of A/R Cash Receipts).

- A/R Refunds (created today/not processed today) (A/R refund credits processed on a different date than the invoice date).
- A/R Refunds (processed today/not created today) (The total of refund records with an original and current category of A/R or COD that were processed on a different date than the created date).
- A/R Refunds (processed today/original category NON A/R) (The total of refund records with a current category of A/R or COD and an original category of Cash, Credit card, or Coupon/credit).
- A/R Refunds (converted A/R credits) (A/R refunds converted to checks in Processing A/R Refunds (**MARC**)).
- transaction total: (Total dollar value of all A/R transactions; calculated as:

(A/R Sales + A/R Credits + A/R Adjustments + A/R Refunds converted A/R credits) - (A/R Cash - A/R Refund created today/not processed today - A/R Refund processed today/not created today - A/R Refund processed today/original category NON A/R)).

- out of balance: (Total dollar value out of balance; calculated as:

A/R Net Change - the Transaction Total).

## A/R Adjustments Journal

**How to print:** You can print this report by completing the Print A/R Adjustments Journal Report Screen (ARAJ).

---

CWDirect Rel 3.0 A/R Adjustments Journal JCESTARO ACR0395 10/26/98 11:22:21 Page 1  
 The KL Mail Order Company

From: 12/01/97 To: 10/26/98

Trans Dt	Open	Item#	Bill To#	Name	Amount	Type	Debit G/L	Credit G/L
1/06/98		956	3	LETENDRE, PAM	47.25-	CM	1	2
1/06/98		957	3	LETENDRE, PAM	47.25-	CM	1	2
1/06/98		960	3	LETENDRE, PAM	30.00-	CM	4	3
Date Total:					124.50-			
4/29/98		1229	4	MIRANDA, BERNADETTE T	10.00	DL	31000	31000
4/29/98		1231	4	MIRANDA, BERNADETTE T	10.00-	OA	4	3
Date Total:					.00			
5/05/98		1234	4	MIRANDA, BERNADETTE T	20.00-	CM	3	2
5/05/98		1235	4	MIRANDA, BERNADETTE T	10.00-	CM	4	3
5/05/98		1238	7	BAXTER, CLARA W	5.00	IN	1	2
5/05/98		1239	7	BAXTER, CLARA W	10.00	IN	1	2
5/05/98		1240	7	BAXTER, CLARA W	15.00	IN	1	2
5/05/98		1244	7	BAXTER, CLARA W	13.00	DL	6	5
5/05/98		1245	7	BAXTER, CLARA W	33.00	DL	6	5
5/05/98		1246	7	BAXTER, CLARA W	32.99	DL	6	5
5/05/98		1247	7	BAXTER, CLARA W	72.00	DL	6	5
Date Total:					150.99			
5/06/98		1253	7	BAXTER, CLARA W	50.00-	CM	1	2
5/06/98		1254	7	BAXTER, CLARA W	45.00	DL	6	5
5/06/98		1255	7	BAXTER, CLARA W	30.00	IN	1	2
5/06/98		1256	7	BAXTER, CLARA W	75.00-	OA	4	3
Date Total:					50.00-			
9/18/98		1280	9	LETENDRE, KAREN A	5.00-	CM	1	2
Date Total:					5.00-			
9/21/98		1286	4	MIRANDA, BERNADETTE T	200.00-	CM	1	2
Date Total:					200.00-			
Final Total:					228.51-			

---

### Contents:

- date range included on the report
- for each A/R adjustment transaction:
  - date of the cash receipts adjustment transaction
  - open item number
  - bill-to account number
  - bill-to customer name

*CWDirect 18.0*

- amount of the adjustment transaction
- A/R transaction type, as defined in the A/R Type file
- debit general ledger number
- credit general ledger number
- dollar total for transactions for each date (net of credits)
- final dollar total for all transactions (net of credits) for the selected date range

## A/R Adjustment Summary

**How to print:** You can print this report by completing the Print A/R Adjustments Journal Report Screen (**ARAJ**).

---

CWDirect Rel 3.0                      A/R Adjustment Summary    JCESTARO    ACR0425    10/26/98 11:22:23 Page 1  
 By Date/Account#                      The KL Mail Order Company  
 From: 12/01/97 To: 10/26/98

Trans Dt	Account#	Description	Total
1/06/98	1	DEBIT INVOICE GL	94.50
1/06/98	2	CREDIT INVOICE GL	94.50-
1/06/98	3	OPEN ACCOUNT CREDIT	30.00-
1/06/98	4	OPEN ACCOUNT DEBIT	30.00
4/29/98	1	DEBIT INVOICE GL	10.00
4/29/98	2	CREDIT INVOICE GL	10.00-
4/29/98	3	OPEN ACCOUNT CREDIT	20.00-
4/29/98	4	OPEN ACCOUNT DEBIT	20.00
4/29/98	31000	DEFERRED LIABILITY	
5/05/98	1	DEBIT INVOICE GL	30.00
5/05/98	2	CREDIT INVOICE GL	50.00-
5/05/98	3	OPEN ACCOUNT CREDIT	10.00
5/05/98	4	OPEN ACCOUNT DEBIT	10.00
5/05/98	5	CREDIT DEFERRED LIABILITY	150.99-
5/05/98	6	DEBIT DEFERRED LIABILITY	150.99
5/06/98	1	DEBIT INVOICE GL	80.00
5/06/98	2	CREDIT INVOICE GL	80.00-
5/06/98	3	OPEN ACCOUNT CREDIT	75.00-
5/06/98	4	OPEN ACCOUNT DEBIT	75.00
5/06/98	5	CREDIT DEFERRED LIABILITY	45.00-
5/06/98	6	DEBIT DEFERRED LIABILITY	45.00
9/18/98	1	DEBIT INVOICE GL	5.00
9/18/98	2	CREDIT INVOICE GL	5.00-
9/21/98	1	DEBIT INVOICE GL	200.00
9/21/98	2	CREDIT INVOICE GL	200.00-

---

### Contents:

- date range included on the report
- date when cash receipt transactions occurred
- general ledger account number and description
- total postings for each general ledger number for a specific date as a result of adjustment transactions

## Cash Receipts Sundry Journal

**How to print:** Complete the Cash Sundry Journal Screen (PCRS).

CWDirect Rel 3.0 Cash Receipts Sundry Journal JCEST ACR0429 12/10/98 10:12:36 page 1

The KL Mail Order Company

From: 10/01/98 To: 12/10/98

Trans Date Bill To# Name

11/09/98	13	COMMERCIALWARE ATTN: CESTARO, JENNIFER
	G/L Acct#	Sundry Amount Open Itm# Type
	4	150.99 0
	3	150.99- 0
	11	5.99 0
	60300	5.99- 0

Total for 11/09/98

11/12/98 --

7 BAXTER, CLARA W

	G/L Acct#	Sundry Amount	Open Itm#	Type
	7	10.00	0	
	60500	.40	1240	IN

11/12/98

9 LETENDRE, KAREN A

	G/L Acct#	Sundry Amount	Open Itm#	Type
	7	10.00	0	

11/12/98

7 BAXTER, CLARA W

	G/L Acct#	Sundry Amount	Open Itm#	Type
	7	12.00	0	
	7	15.00	0	
	10203	2.50	1255	IN

11/12/98

7 BAXTER, CLARA W

	G/L Acct#	Sundry Amount	Open Itm#	Type
	7	15.00	0	
	7	10.00	1296	IN

Total for 11/12/98

12/09/98 --

4 MIRANDA, BERNADETTE T

	G/L Acct#	Sundry Amount	Open Itm#	Type
	60500	50.00-	1310	CM

12/09/98

4 MIRANDA, BERNADETTE T

	G/L Acct#	Sundry Amount	Open Itm#	Type
	1213	29.00-	1299	CM

Total for 12/09/98

Final total

14.09-

**Contents:**

- the selected date range included on the report
- the date when the transaction occurred
- bill-to number (a system-assigned number that identifies a bill-to customer)
- bill-to name (the name associated with a bill-to customer account)
- the general ledger account (number associated with the transaction)
- sundry amount (the total amount of sundry postings to a specific G/L account and bill-to customer) The sundry amount is entered in cash receipts by using subfile Select **Detail entry** or Select **Sundry entry** from the Pay Open Items screen.
- open item number (a unique number to identify an open item.) An open item number prints only if the sundry transaction was performed through detail entry. The following transactions can be performed against an open item to a bill-to customer's account:
  - Writeoff
  - Adjustment
  - Discount
- type (a code that identifies an A/R transaction type) A type prints only if the sundry transaction was performed through detail entry. Standard types are:
  - Invoice
  - On-account
  - Credit memo
- dollar total of sundry transactions by date
- final dollar total of all transactions for the selected dates

## Customer Service Reports

- [Customer Address Changes Report](#)
- [Customer Exposure Report by Reason Code](#)
- [Customer Exposure Report by User](#)
- [Customer Detail Exposure Report by Reason Code](#)
- Customer API Reports:
  - [Customer API Report: Customers Eligible for Purge](#)
  - [Customer API Report: Customers Ineligible for Purge](#)
  - [Customer API Report: Customers In Error](#)
- [Order Cancellation List](#)
- Backorder reports:
  - [Backorder Report by Item](#)
  - [Backorder Report by Item with SKU Details](#)
  - [Backorder Report by Warehouse](#)
  - [Backorder Report by Warehouse with SKU Details](#)
  - [Backorder Report by Vendor](#)
  - [Backorder Report by Vendor with SKU Details](#)
  - [Backorder Report by Vendor w/PO](#)
  - [Backorder Report by Vendor/SKU/PO](#)
- Sales journals:
  - [Standard Sales Journal](#)
  - [Sales Journal by Division](#)
  - [Sales Journal by Pay Type](#)

- [Sales Journal by Order Type](#)
- [Sales Journal Summary by Period](#)
- [Sales Journal Summary by Offer](#)
- [Sales Journal Summary by Descending Dollars](#)
- [Sales Journal Summary by Invoice Date](#)
- [Sales Journal Summary by Entity/Offer](#)
- [Sales Journal Errors Report](#)
- [Order Shipment Analysis Report](#)
- [Open Prepaid Order List](#)
- [Order Addition Audit Report](#)
- [State Tax Report](#)
- [State Tax Detail Report](#)
- [Shipping and Handling Analysis Report](#)
- [Salesman Demand Report](#)
- [Source Shipped Report](#)
- [Item Purchase and Sales Aging Report](#)
- [Warranty Freight Report](#)
- [Operations Control Report](#)
- [Held Orders by Reason Code Report](#)
- [Daily Business Status Report](#)
- [Order Reconciliation Report](#)
- [Sales Journal by Currency Report](#)

- [Ship Via/Item Header Report](#)
- [Ship Via/Item Detail Report](#)
- Backorder reports by descending dollars:
  - [Backorder Report by Descending Dollars by Entity/Warehouse](#)
  - [Backorder Report by Descending Dollars by Division/Warehouse](#)
  - [Backorder Report by Descending Dollars by Offer/Warehouse](#)
  - [Backorder Report by Descending Dollars by Warehouse](#)
- [Fulfillment Operations Control Report](#)
- [Credit Card Order Cancellation List](#)
- [Hold Orders by Zip Report](#)
- [Call Tag](#)
- [Call Tag Register](#)
- [Batch Release Summary Report](#)
- Refunds:
  - [Refund Due List](#)
  - [Refund Check](#)
  - [Refund Check Register](#)
  - [Refund Writeoff Register](#)
  - [Merchandise Credit](#)
  - [Bonus Credit](#)
  - [Sale Credit](#)
  - [Coupon/Credit Register](#)
  - [A/R \(Accounts Receivable\) Credit Register](#)

- [Credit Card Credit Acknowledgment](#)
- [Credit Card Credit Register](#)
- [Check Reconciliation List](#)
- [Check Reconciliation List by Bank](#)
- [Processed Refund Register](#)
- [Bank Reconciliation Transaction List](#)
- Catalog requests:
  - [Catalog Mailing Labels \(MSR0613 or MSR0614\)](#)
  - [Catalog Mailing Labels \(MSR1273 or MSR1274\)](#)
  - [Catalog Mailing Labels \(MSR1286 or MSR1287\)](#)
  - [Labels Printed by Item Report](#)
  - [Labels Printed by Source Report](#)
  - [Labels Printed by Zip Report](#)
  - [Print Request Interface Report](#)
  - [Print Catalog Request Interface Errors Report](#)
- Soldouts:
  - [Auto Soldout Register](#)
  - [Order Hold Detail Report](#)
  - [Auto Sold Out Retained Order Register](#)
  - [Soldout Notification Card](#)
- Backorders/cancellations:
  - [Backorder Card](#)
  - [Backorder Cancellation Register](#)
  - [Orders Canceled After Second Notice Report](#)

*CWDirect 18.0*

- [Order Cancellation List by Item](#)
- [Substitute Item Processing List](#)
- Gift certificates and coupons:
  - [Gift Certificate Register](#)
  - [Gift Certificate](#)
  - [Unredeemed Gift Certificate List](#)
  - [Outstanding Credits/Coupons Report](#)
- [Purge Customer Subscription List](#)
- [Memberships in Error Report](#)
- [Expected Membership Orders Report](#)
- [Email Errors Report](#)
- [Changed Customers Report](#)
- [Unchanged Customers Report](#)

## Customer Address Changes Report

### How to print:

The system generates this report automatically when you:

- select **OK** at the Process Shared Changes Screen through the Identify Customer Changes Across Companies (**ICCC**) menu option
- select **Process** or **Print List** at the Display Pending Changes Screen in Process Customer Changes Across Companies (**PCAC**)

**Note:** Updates that the system processed automatically because the names and addresses matched exactly do not appear on this report; however, you can review them through Process Customer Changes Across Companies (**PCAC**).

CommercialWare, Inc.                      Customer Address Changes                      ELISE\_K    CSR0668    5/31/96 15:34:06 Page

PENDING

```

-----S O U R C E-----
Comp Customer  Name
27      296  MS. DINAH BROWN
        41 CHATHAM STREET 3R
        WORCESTER MA 01609
27      377  MR. WENDELL WINTER
        10 SPRINGER LANE
        FRAMINGHAM MA 01701
27      377  MR. WENDELL WINTER
        10 SPRINGER LANE
        FRAMINGHAM MA 01701
123     12529 MRS ROSE A KAPLAN
        1841 BUTTONWOOD AVENUE
        TOMS RIVER NJ 08853
123     12541 MR. DONALD DUGAN
        10 SPEEN STREET
        FRAMINGHAM MA 01701
123     12541 MR. DONALD DUGAN
        10 SPEEN STREET
        FRAMINGHAM MA 01701
555     12552 MR. ROGER L REED
        10 SPEEN STREET
        FRAMINGHAM MA 01701
555     12552 MR. ROGER L REED
        10 SPEEN STREET
        FRAMINGHAM MA 01701

-----T A R G E T-----
Comp Customer  Name
123     12532 MS. DINAH BROWN
        41 CHATHAM STREET 3R
        WORCESTER MA 01609
123     12542 MS. WENDY WINTER
        10 SPEEN STREET
        FRAMINGHAM MA 01701
555     12554 MS. WENDY WINTER
        10 SPEEN STREET
        FRAMINGHAM MA 01701
27      302  MRS ROSE A KAPLAN
        1841 BUTTONWOOD AVE.
        TOMS RIVER NJ 08853
27      376  MS. DONICA DUGAN
        10 SPRING STREET
        FRAMINGHAM MA 01701
555     12553 MR. DONALD DUGAN
        10 SPEEN STREET
        FRAMINGHAM CENTER MA 01701
27      375  MR. ROGER REED
        10 SPEEN STREET
        FRAMINGHAM MA 01701
123     12540 MR. ROGER REED
        10 SPEEN STREET
        FRAMINGHAM MA 01701
    
```

\*\* END OF REPORT \*\*

### Contents:

- company number
- customer number
- complete customer name (prefix, first name, middle initial, last name, and suffix)
- street address
- city, state, and postal code

**Statuses included on this report:** The report also contains the status of each address change.

- When you generate the report through Identify Customer Changes Across Companies (**ICCC**) or by selecting **Process** at Process Customer Changes Across Companies (**PCAC**), the status is always **UPD**.
- When you generate this report by selecting **Print List** at the Display Pending Changes Screen in Process Customer Changes Across Companies (**PCAC**), the report includes both address changes that were processed automatically (status = **P**, or **PRC** on the report) and those with updates pending (status = **U**, or **UPD** on the report).

**How to use this report:** You can identify which of the pending address changes are for “true” matches, and which changes you want the system to bypass. For example, the sample report on the previous page displays some false matches, where two different customers coincidentally share the same match code.

**Example:** Customer #377 in company #27 is not a true match for the source customers in companies #123 or #555. However, Customer #12541 in company #123 is a true match for the source customer in company #555 only, not the source customer in company #27.

You can review source and target customer information in more detail through Process Customer Changes Across Companies (**PCAC**).

## Customer Exposure Report by Reason Code

**How to print:** Complete the Customer Exposure Report Selection Screen (**PCER**).

---

CWDirect Rel 3.5 Customer Exposure By Reason Code LWARREN CSR0765 4/16/99 13:05:25 Page 1  
 EZK MAIL ORDER COMPANY  
 Date Range From 4/12/99 To 4/16/99

Reason	# Open	# Work In Process	# Resolved	Open/OutsideRange
	3	1	1	9
Reason D CUSTOMER RECEIVED DAMAGED PACKAGE	1	1	1	12
Reason L PACKAGE LATE IN ARRIVING	1	0	0	11
Reason NG PRODUCT UNSATISFACTORY	0	1	0	22
Reason P CUSTOMER DID NOT RECEIVE PACKAGE	2	1	3	0
Final Totals:				

---

### Contents:

- the date range you entered at the Customer Exposure Report Selection Screen (**PCER**)
- the customer action reason code selected for the customer action note. Notes not associated with a reason code are included in the first reason line (notice that the code and description, described below, are blank).
- the description of the customer action reason code
- the number of open action notes entered within the date range for each reason code
- the number of work-in-process customer action notes entered within the date range for each reason code
- the number of resolved action notes entered within the date range for each reason code
- the number of customer action notes entered outside of the date range for each reason code
- total numbers of open, resolved, and remaining action notes (final totals)

## Customer Exposure Report by User

**How to print:** Complete the Customer Exposure Report Selection Screen (**PCER**).

---

CWDirect Rel 3.5	Customer Exposure By User	LWARREN	CSR0764	4/16/99 12:53:02	Page 1
	EZK MAIL ORDER COMPANY				
Date Range From	4/12/99 To	4/16/99			
User	Reason Code & Description	# Open	# Work In Process	# Resolved	Open/OutsideRan
KLETENDRE	L PACKAGE LATE IN ARRIVING	1	0	0	11
KLETENDRE	NG PRODUCT UNSATISFACTORY	0	1	0	0
KLETENDRE	P CUSTOMER DID NOT RECEIVE PACKAGE	1	0	0	8
Subtotal for: :	KLETENDRE	2	1	0	19
LWARREN		3	1	1	2
LWARREN	D CUSTOMER RECEIVED DAMAGED PACKAGE	1	1	1	10
LWARREN	P CUSTOMER DID NOT RECEIVE PACKAGE	1	1	3	9
Subtotal for: :	LWARREN	5	3	5	21
Final Totals:		7	4	5	40

---

### Contents:

- the date range you entered at the Customer Exposure Report Selection Screen (**PCER**)
- the name of the user who entered the note (*not* the user assigned to resolve the note). If the notes were added through a house list selection, this is the name of the person who ran the drop.
- the customer action reason code selected for the customer action note. Notes not associated with a reason code are included in the first reason line (notice that the code and description, described below, are blank).
- the description of the customer action reason code
- the number of open action notes entered within the date range for each reason code for the user
- the number of work-in-process action notes entered within the date range for each reason code for the user
- the number of resolved action notes entered within the date range for each reason code for the user
- the number of customer action notes entered outside of the date range for each reason code (number remaining) for the user
- subtotals in each category for the user

*CWDirect 18.0*

- total numbers of open, work in process, resolved, and remaining action notes (final totals)

## Customer Detail Exposure Report by Reason Code

**How to print:** Complete the Print Customer Detail Exposure Report Screen (**PCAR**).

---

CWDirect Rel 2.0 Customer Detail Exposures By Reason KAREN\_L CSR0792 1/24/97 14:23:12 Page 1

The Mail Order Company

Reason Code D CUSTOMER RECEIVED DAMAGED PACKAGE  
Open/Resolved STATUS

Date Range From 1/24/97 To 1/24/97

Sold To Customer #: 12541 Bill To #: 177 Open A/R: .00  
22 LANCASTER  
WORCESTER, MA 01701 USA  
Phone # Day: 413 - 782-7520 Ext# 342  
Phone # Eve: 413 - 799-3166 Ext#  
Phone # Fax: 0 -  
Action Note: SEND CUSTOMER AN EXCHANGE ITEM

Reason code D Totals Open A/R Total: .00

Reason Code O CUSTOMER WAS OVERCHARGED  
Open/Resolved STATUS

Date Range From 1/24/97 To 1/24/97

Sold To Customer #: 12544 Bill To #: 170 Open A/R: 17.85  
SANDER HOSPITAL  
ROBIN ROAD  
LAWRENCE, MA 01701 USA  
Phone # Day: 508 - 820-4789 Ext# 123  
Phone # Eve: 508 - 827-4765 Ext#  
Phone # Fax: 439 - 121-8375  
Action Note: SEND REFUND CHECK TO CUSTOMER

Reason code O Totals Open A/R Total: 17.85

---

### Contents:

- the customer action reason code selected for the customer action note
- the description of the customer action reason code
- the date range you entered at the Print Customer Detail Exposure Report Screen (**PCAR**)
- the sold-to customer number

*CWDirect 18.0*

- the bill-to customer number
- the amount of accounts receivable open for the bill-to customer
- the street address for the customer
- the city, state, zip and country for the customer
- the day phone number and extension for the customer
- the evening phone number and extension for the customer
- the third number and extension for the customer third (fax or mobile, based on the setting of the *Third Phone Number Type (L53)* system control value)
- the action note
- the reason code totals
- the total amount of accounts receivable open

## Customer API Report: Customers Eligible for Purge

**How to print:** Complete the Print Customer API Reports screen (**WCAI**) with the *Print customers eligible for purge* flag **selected**, or select **Purge** at the Work with Customer API (WCAI) screen.

---

CWDirect	Rel 8.5	Customer API Report	EKAPLAN	IXR0045	9/09/04	9:28:58	Page	1
		EZK Mail Order						
Customers Eligible For Purge								
Date	Time	Act	Customer#	Alternate#	Name			
9/09/04	9:28:19	D	1163	CWCustomerIn				
9/09/04	9:28:41	D	1164	CWCustomerIn				

---

**Contents:** For each Delete request that is not ineligible for deletion:

- *Date* that the Delete request was received by the CUSTOMER\_IN process.
- *Time* that the Delete request was received by the CUSTOMER\_IN process.
- *Act* (Action): Always **D** (Delete request)
- *Customer#*: The *cst\_cust\_nbr* indicated in the Inbound Customer Message (CWCustomerIn).
- *Alternate#*: The *cst\_interface\_cust\_nbr* indicated in the Inbound Customer Message (CWCustomerIn).
- *Name*: The name (including the *cst\_fname*, *cst\_initial*, *cst\_lname*, *cst\_company\_name*) from the Inbound Customer Message (CWCustomerIn)

**Note:**

- Customer API Delete requests are retained only if the *Defer Purge During Customer API (189)* system control value is **selected**. If this system control value is **unselected**, the system processes Delete requests that are error-free immediately.
- If you manually delete a customer after receiving the Delete request but before generating the purge, the Delete request remains in the API work file and is listed on the report until you manually delete the Delete request.

## Customer API Report: Customers Ineligible for Purge

**How to print:** Complete the Print Customer API Reports screen (**WCAI**) with the *Print customers ineligible for purge* flag **selected**.

Date	Time	Act	Customer#	Alternate#	Name	
9/09/04	9:22:15	D	612	000234567890		Orders exist for customer
9/09/04	9:23:05	D	4	000012345678		Orders exist for customer
9/09/04	10:30:12	D	99999	000009876543		No match found
9/09/04	10:34:11	D	1159	000000034343		Ship to on existing order
9/09/04	10:36:58	D	1154	222222222222		Customer history exists

**Contents:** For each customer API Delete request that is currently in **I** (ineligible for deletion) status:

- *Date* that the Delete request was received by the CUSTOMER\_IN process.
- *Time* that the Delete request was received by the CUSTOMER\_IN process.
- *Act* (Action): Always **D** (Delete request)
- *Customer#*: The *cst\_cust\_nbr* indicated in the Inbound Customer Message (CWCustomerIn), or selected based on the alternate customer number.
- *Alternate#*: The *cst\_interface\_cust\_nbr* indicated in the Inbound Customer Message (CWCustomerIn).
- *Name*: The name (including the *cst\_fname*, *cst\_initial*, *cst\_lname*, *cst\_company\_name*) from the Inbound Customer Message (CWCustomerIn)
- *Reason*. Possible reasons are:
  - No Match Found. The *cst\_cust\_nbr* specified in the Delete request does not exist. The system does not assign this reason code if the Delete request specified a *cst\_interface\_cust\_nbr*, and the system could not find a matching customer.
  - Orders Exist for Customer. The Delete request specified a customer sold to on one or more existing orders.
  - Ship to on Existing Order. The Delete request specified a customer who is the recipient on one or more existing orders.

*CWDirect 18.0*

- **History Exists.** The Delete request specified a customer who has one or more Customer Sold To Order History records. The system does not put the order in error status if the customer has a record in the Order Billing History file but not the Customer Sold To Order History file.

**Note:** This report lists Delete requests only if their status is **I** (ineligible for deletion). Delete requests in error because the system is unable to identify the customer are in **E** status, and are not included in this report; however, they are included in the [Customer API Report: Customers In Error](#).

**Working with Delete requests in I status:** You will not be able to process these deletions; instead, you can delete the Delete requests at the Work with Customer API screen (**WCAI**).

## Customer API Report: Customers In Error

**How to print:** Complete the Print Customer API Reports screen (**WCAI**) with the *Print customers in error* flag **selected**.

---

CWDirect	Rel 8.5	Customer API Report	EKAPLAN	IXR0045	9/09/04	9:28:58	Page	1
		EZK Mail Order						
Customers In Error								
Date	Time	Act	Customer#	Alternate#	Name			
9/07/04	17:24:26	A	1158		Teasdale, Camille			
9/08/04	13:59:38	A	1165		BURKETT, JESSE			
9/08/04	15:50:08	A	1168		ACME ENTERPRISES ATTN: HATHAWAY			
9/08/04	15:53:58	A	1170	00001234467	VANDALAY INDUSTRIES ATTN: VANDA			

---

**Contents:** For each customer API Add, Change, or Delete request currently in **E** (error) status):

- *Date* that the request was received by the CUSTOMER\_IN process.
- *Time* that the Delete request was received by the CUSTOMER\_IN process.
- *Act* (Action): Possible values are:
  - **A** = Add a customer
  - **C** = Change an existing customer
  - **D** = Delete an existing customer
- *Customer#*: The *cst\_cust\_nbr* indicated in the Inbound Customer Message (CWCustomerIn), or selected based on the alternate customer number.
- *Alternate#*: The *cst\_interface\_cust\_nbr* indicated in the Inbound Customer Message (CWCustomerIn).
- *Name*: The name (including the *cst\_fname*, *cst\_initial*, *cst\_lname*, *cst\_company\_name*) from the Inbound Customer Message (CWCustomerIn)

**To fix errors:** Use the Change Customer API screen (**WCAI**) to identify errors in a Change or Add customer API request that are preventing the request from processing. For example, the system uses many of the same edits that take place when you create a customer in order entry or customer maintenance.

*CWDirect 18.0*

You will not be able to process Delete requests in error; instead, you can delete the Delete requests at the Work with Customer API screen (**WCAI**).

## Ship Via/Item Header Report

Use this report to review the shippable orders for one or all ship vias broken out by item, including total orders, total units, and oldest arrival date.

**How to print:** Select **Print List** at the First Inquiry by Ship Via/Item Screen (**SVII**) (includes all ship vias in your company) or the Second Inquiry by Ship Via/Item Screen (**SVII**) (includes only the ship via you had selected at the first screen).

CWDirect Rel 3.0 Ship Via/Item Header Report EKAPLAN OER1030 3/10/98 1 824:48 Page 1

EZK Mail Order

Last Update Information: 3/10/98 at 10:14:21 by EKAPLAN

Ship Via. .: 1 UPS

Item	SKU	Item Description	Total Orders	Total Units	Oldest Arrival Date
JMN003		JEOPARDY DESK CALENDAR	42	115	3/08/98
JMN004		NEW WORDS DESK CALENDAR	88	111	3/07/98
JMN005		VAN GOGH WALL CALENDAR	8	25	3/09/98
JMN006		RENOIR WALL CALENDAR	51	53	3/09/98
JMN100		DACHSHUND WALL CALENDAR	21	25	3/10/98
Total Ship Via. .: 1 UPS			210	329	

Ship Via. .: 2 East Coast Shippers, Inc.

Item	SKU	Item Description	Total Orders	Total Units	Oldest Arrival Date
AU123		AUGIE DOGGIE DOLL	85	118	8/23/95
BA456		BANANA FAMILY PLUSH TOY	32	32	9/10/97
BU001	CHOC LRGE	CHOCOLATE EASTER BUNNY	75	78	10/22/97
BU001	CHOC MEDM	CHOCOLATE EASTER BUNNY	62	71	4/15/96
BU001	CHOC SMLL	CHOCOLATE EASTER BUNNY	41	42	4/16/96
BU001	WHIT LRGE	CHOCOLATE EASTER BUNNY	11	11	4/18/96
BU001	WHIT MEDM	CHOCOLATE EASTER BUNNY	1	100	5/03/96
CH789		FLORAL COASTER SET	11	15	8/23/95
CU222		EASTER COFFEE CUP	1	1	12/18/97
Total Ship Via. .: East Coast Shippers, Inc.			319	468	
Grand Total - All Ship Vias			529	797	

### Contents:

- date and time the Ship Via/Item information was last updated, and the user ID of the person who processed the update

### CWDirect 18.0

- code and description of each ship via, if you generated the report from the first screen, or of the ship via you selected, if you generated the report from the second screen
- for the ship via:
  - item code and SKU, if any
  - item description
  - total number of shippable orders
  - total number of shippable units
  - earliest arrival date for all shippable units or orders
- total shippable orders and units for the ship via
- total shippable orders and units for all ship vias, if you generated the report by selecting **Print List** at the First Inquiry by Ship Via/Item Screen.

**Note:** An order may be counted more than once in the *Total orders* column if there is an override ship via for one or more items on the order.

## Ship Via/Item Detail Report

Use this report to review the total number of shippable orders and units for a particular ship via/item combination broken out by arrival date.

**How to print:** Select **Print List** at the Third Inquiry by Ship Via/Item Screen (**SVII**).

---

```

CWDirect Rel 3.0  Ship Via/Item Detail Report  EKAPLAN  OER1032  3/9/98 15:37:43 Page  1
                    EZK Mail Order
Last Update Information:  3/10/98 at 14:15:52 by EKAPLAN
Ship Via.  .:  2 East Coast Shippers, Inc.
Item.  .:  AU123
Item Description.  .:  AUGIE DOGGIE DOLL
Arrival Date  Total Orders  Total Units
   3/08/98                121             125
   3/09/98                 81             91
   4/05/98                  2              2
Grand Total                204            218

```

---

### Contents:

- date and time the Ship Via/Item information was last updated, and the user ID of the person who processed the update
- code and description of the ship via
- item code and SKU, if any
- item description
- for each arrival date:
  - total number of shippable orders
  - total number of shippable units
- total number of shippable orders and units for the ship via/item combination

An order may be counted more than once in the *Total orders* column if there is an override arrival date for one or more of the same order lines for the selected item.

## Order Cancellation List

**How to print:** Complete the Submit Order Cancellation List screen (**POCL**).

Order #	Total \$	Customer Name	Daytime phone #
1201	98.11	13 PRIMIANO, PAUL	(401) 658-2516
Ship to Line #	Cancel date	Quantity Item	SKU Description
1 1	12/15/93	3 BELT	LEATHER BELT
2647	380.50	61 MCGINTY, SHAUN E	(617) 551-0650 EXT. 272
Ship to Line #	Cancel date	Quantity Item	SKU Description
1 1	11/14/94	6 0987	15 GREN WIDE PERRY ELLIS DRESS SHIRT
2712	58.93	61 MCGINTY, SHAUN E	(617) 551-0650 EXT. 272
Ship to Line #	Cancel date	Quantity Item	SKU Description
1 1	2/27/94	1 5678	17 IVRY WIDE BILL ROBIN SON DRESS SHIRT
2715	163.15	51 MCGINTY, MICKEY	(413) 447-7256
Ship to Line #	Cancel date	Quantity Item	SKU Description
1 1	3/26/94	1 5678	17 IVRY WIDE BILL ROBIN SON DRESS SHIRT
1 2	3/27/94	2 5678	17 IVRY WIDE BILL ROBIN SON DRESS SHIRT

### Contents:

- **Order #:** A unique number the system assigns to identify an order. These are the orders that are due to be canceled.
- **Total \$:** The total dollar value of the order that is due to be canceled. (**Note:** This report does not support multi-currency conversion. The order total appears in the currency on the order, regardless of whether you process orders in multiple currencies.)
- **Customer name:** The last name, first name and middle initial of the customer who placed the order.
- **Daytime phone #:** The customer's daytime phone number. You can define a phone number format for each country; the system uses this format whenever you enter or change a customer's phone number.

## Backorder Report by Item

**How to print:** Select the *By item* field on the Print Backorder Report Selection Prompt screen (**PBOR**) and select **Accept**. The system submits the program **BOR\_ITM**. Backorder totals are provided at the base item level only, not the SKU level.

CWDirect Backorder Report by Item LEE_H INR0829 5/31/94 12:38:07 Page 1						
CWDirect Company						
Item	Description	Qty on B/O	Qty on P/O	Qty on Hand	Qty on Reserve	
BEAR	TOY BEAR	1,203	11,396	4,210	197	
BOAT	ALL KINDS OF BOATS	17	5	0	0	
COMP1	COMPONENT #1	529	0	102,078	140	
COMP2	COMPONENT #2	968	0	102,367	267	
COMP3	COMPONENT #3	1,469	0	102,231	438	
DUVAL 220	DUVAL 200 SLALOM WATER SKI	265	273	253	59	
EP STILLETTO	EP STILLETTO WATER SKI	10	90	146	39	
JOBE-1600	JOBE 1600 WATERSKI	326	59	55	0	
LOAFER	MEN'S PENNY LOAFER	42	0	0	0	
O'NEIL VEST	O'NEIL WATER SKI VEST	35-	34	83	2	
OBR-SZ	OBRIEN SYNERGY Z WATERSKI	10	0	0	0	
PSG 4000	PSG 4000 - NO STOCK	6	0	0	0	
SERIAL	SERIAL	10	0	0	0	
SET	MAIN SET ITEM	6	100	0	89	
SHIRT	LONG SLEEVE BUTTON DOWN	123	330	1,840	43	
0205	WAMSUTTA COTTON EASY-CARE SHEETS	70	285	40	40	
1414	TIMBERLAND BUCK SHOES	67	0	118	3	
4617	MOOSEHIDE MOCCASINS	23	35	0	0	
Final totals		5,109	12,607	313,421	1,317	

### Contents:

- Item number
- Item description
- Quantity on backorder (cumulative total of all backordered SKUs for the item)
- Quantity on purchase order (cumulative total of all SKUs being ordered from your suppliers)
- Quantity on hand (cumulative total of all SKUs currently available across all warehouses)

*CWDirect 18.0*

- Quantity on reserve (cumulative total of all SKUs already reserved to existing orders)
- Final totals

## Backorder Report by Item with SKU Details

**How to print:** Select the *By item* and *Print SKU detail fields* on the Print Backorder Report Selection Prompt screen (**PBOR**) and select **Accept**. The system submits the program **BOR\_ITMS**. Backorder totals are provided for each base item number and each SKU.

CWDirect Rel 2.0 Backorder Report by Item w/SKU KAREN_L INR0822 10/17/96 8:46:07 Page 1							
The Mail Order Company							
S/O	Item	SKU	Description	Qty on B/O	Qty on P/O	Qty on Hand	Qty on Reserve
	BATHTUB		OLD CLAW FOOT TUB	5	10	5	5
	Item BATHTUB	totals		5	10	5	5
	CP10000		DELUXE COFFEE POT	22	610	30	0
	Item CP10000	totals		22	610	30	0
01	RACK	BLCK	WOODEN SPICE RACK	1	0	1	1
01	RACK	YELW	WOODEN SPICE RACK	1	0	0	0
	Item RACK	totals		2	0	0	0
	RING		COPPER LEAF BAND	4	150	122	2
	Item RING	totals		4	150	122	2
	Final totals			33	570	158	11

### Contents:

- Soldout control (a code indicating when the system should consider the item sold out)<sup>1</sup>
- Item number
- SKU
- Item description
- Quantity on backorder (cumulative total of all backordered SKUs for the item)
- Quantity on purchase order (cumulative total of all SKUs being ordered from your suppliers)
- Quantity on hand (cumulative total of all SKUs currently available across all warehouses)

1. Soldout control codes are user-defined and are similar to this: 01 = Sell out immediately; 02 = Include on order quantity in sold out calculation; 03 = exclude on order quantity in sold out calculation.

*CWDirect 18.0*

- Quantity on reserve (cumulative total of all SKUs already reserved to existing orders)
- Subtotals for the base item
- Final totals

## Backorder Report by Warehouse

**How to print:** Select the *By whse/item* field on the Print Backorder Report Selection Prompt screen (**PBOR**) and select **Accept**. The system submits the program **BORWHSITM**.

CWDirect		Backorder Report by Warehouse		LEE_H	INR0823	5/31/94 12:39:10	Page	1
CWDirect Company								
Item	Description	Qty on B/O	Qty on P/O	Qty on Hand	Qty on Reserve			
Warehouse	1 MAIN WAREHOUSE							
BEAR	TOY BEAR	1,220	11,401	4,210	197			
COMP1	COMPONENT #1	529	0	102,078	140			
COMP2	COMPONENT #2	968	0	102,367	267			
COMP3	COMPONENT #3	1,469	0	102,231	438			
DUVAL 220	DUVAL 200 SLALOM WATER SKI	265	273	253	59			
EP STILETTO	EP STILETTO WATER SKI	10	90	146	39			
JOBE-1600	JOBE 1600 WATERSKI	326	59	55	0			
LOAFER	MEN'S PENNY LOAFER	69	134	5	91			
SHIRT	LONG SLEEVE BUTTON DOWN	84	330	1,814	20			
0205	WAMSUTTA COTTON EASY-CARE SHEETS	70	285	40	40			
1414	TIMBERLAND BUCK SHOES	67	0	118	3			
4617	MOOSEHIDE MOCCASINS	23	35	0	0			
Warehouse	1 Totals	5,100	12,607	313,317	1,294			
Final totals		5,100	12,607	313,317	1,294			

### Contents:

- Item number
- Item description
- Warehouse code
- Warehouse description
- Quantity on backorder (cumulative total of all backordered SKUs for the item)
- Quantity on purchase order (cumulative total of all SKUs being ordered from your suppliers)
- Quantity on hand (cumulative total of all SKUs currently available across all warehouses)

*CWDirect 18.0*

- Quantity on reserve (cumulative total of all SKUs already reserved to existing orders)
- Subtotals for each warehouse
- Final totals across all warehouses

## Backorder Report by Warehouse with SKU Details

**How to print:** Select the *By whse/item* and *Print SKU detail* fields on the Print Backorder Report Selection Prompt screen (**PBOR**) and select **Accept**. The system submits the program **BORWHSITMS**. Backorder totals are provided for each SKU and each warehouse.

---

CWDirect Rel 2.0 Backorder Report by Warehouse w/SKU KAREN\_L INR0824 10/17/96 9:35:24 Page 1  
 The Mail Order Company

S/O	Item	SKU	Description	Qty on B/O	Qty on P/O	Qty on Hand	Qty on Reserve
Warehouse 10	THE MAIN WAREHOUSE						
	BATHTUB		OLD CLAW FOOT TUB	5	10	5	5
Item	BATHTUB	totals		5	10	5	5
	CP10000		DELUXE COFFEE POT	21	610	0	0
Item	CP10000	totals		21	610	0	0
	LAMP		METAL DOME READING LAMP	2	0	30	3
Item	LAMP	totals		2	0	30	3
	RING		COPPER LEAF BAND	3	100	122	2
Item	RING	totals		3	100	122	2
01	SW10000	YELW SMLL	LADY'S MOHAIR SWEATER	1	50	0	0
Item	SW10000	totals		1	50	0	0
Warehouse 10	totals			33	570	158	11
	Final totals			33	570	158	11

---

### Contents:

- Soldout control (a code indicating when the system should consider the item sold out)<sup>1</sup>
- Item number
- SKU
- Item description
- Warehouse code

---

1. Soldout control codes are user-defined and are similar to this: 01 = Sell out immediately; 02 = Include on order quantity in sold out calculation; 03 = exclude on order quantity in sold-out calculation.

*CWDirect 18.0*

- Warehouse description
- Quantity on backorder (cumulative total of all backordered SKUs for the item)
- Quantity on purchase order (cumulative total of all SKUs being ordered from your suppliers)
- Quantity on hand (cumulative total of all SKUs currently available across all warehouses)
- Quantity on reserve (cumulative total of all SKUs already reserved to existing orders)
- Subtotals for each base item
- Subtotals for each warehouse
- Final totals across all warehouses

## Backorder Report by Vendor

**How to print:** Select the *By vendor* field on the Print Backorder Report Selection Prompt screen (**PBOR**) and select **Accept**. The system submits the program **BORVND**.

**Important:** A backordered item is included on this report only if a primary vendor has been defined for the item.

---

CWDirect	Backorder Report by Vendor	LEE_H	INR0841	5/31/94 12:40:23	Page 1
	CWDirect Company				

Item	Description	Qty on B/O	Qty on P/O	Qty on On Hand	Qty on Reserve
Vendor #	100 COMMERCIALWARE				
BEAR	TOY BEAR	3	105	0	0
Vendor #	100 Totals	3	105	0	0
Final totals		3	105	0	0

---

### Contents:

- Item number
- Item description
- Vendor number
- Vendor description
- Quantity on backorder (cumulative total of all backordered SKUs for the item)
- Quantity on purchase order (cumulative total of all SKUs being ordered from your suppliers)
- Quantity on hand (cumulative total of all SKUs currently available across all warehouses)
- Quantity on reserve (cumulative total of all SKUs already reserved to existing orders)
- Subtotals for each vendor

*CWDirect 18.0*

- Final totals for all vendors

## Backorder Report by Vendor with SKU Details

**How to print:** Select the *By vendor* and *Print SKU detail* fields on the Print Backorder Report Selection Prompt screen (**PBOR**) and select **Accept**. The system submits the program **BORVNS**. Backorder totals are provided for each SKU and each vendor.

CWDirect Rel 2.0 Backorder Report by Vendor w/SKU The Mail Order Company KAREN_L INR0843 10/17/96 10:46:42 Page 1							
S/O	Item	SKU	Description	Qty on B/O	Qty on P/O	Qty on Hand	Qty on Reserve
	Vendor #	1	MIRANDA				
	RING		COPPER LEAF BAN	3	100	122	2
	Item RING		totals	3	100	122	2
	Vendor #	1	totals	3	100	122	2
	Vendor #	2	BERNADETTE				
	BATHTUB		OLD CLAW FOOT TUB	4	10	35	5
	Item BATHTUB		totals	4	10	35	5
	LAMP		METAL DOME READING LAMP	1	0	30	3
	Item LAMP		totals	1	0	30	3
	Vendor #	2	totals	6	10	36	9
	Vendor #	10002	2ND VENDOR				
01	SW10000		YELW SMLL	1	50	0	0
	Item SW10000		totals	1	50	0	0
	Vendor #	10002	totals	1	50	0	0
	Vendor #	10003	3RD VENDOR				
	CP10000		DELUXE COFFEE POT	21	610	0	0
	Item CP10000		totals	21	610	0	0
	Vendor #	10003	totals	21	610	0	0

### Contents:

- Soldout control (a code indicating when the system should consider the item sold out)<sup>1</sup>
- Vendor number
- Vendor description
- Item number

1. Soldout control codes are user-defined and are similar to this: 01 = Sell out immediately; 02 = Include on order quantity in sold out calculation; 03 = exclude on order quantity in sold out calculation.

*CWDirect 18.0*

- SKU
- Item description
- Quantity on backorder (cumulative total of all backordered SKUs for the item)
- Quantity on purchase order (cumulative total of all SKUs being ordered from your suppliers)
- Quantity on hand (cumulative total of all SKUs currently available across all warehouses)
- Quantity on reserve (cumulative total of all SKUs already reserved to existing orders)
- Subtotals for each base item
- Subtotals for each vendor
- Final totals across all vendors

## Backorder Report by Vendor w/PO

**How to print:** Select the *By vendor w/PO* field on the Print Backorder Report Selection Prompt screen (**PBOR**) and select **Accept**. The system submits the program **BORVNDPO**.

---

CWDirect	Backorder Report by Vendor w/PO	LEE_H	POR0384	5/31/94 12:41:29	Page	1	
	CWDirect Company						
Vendor #	100 COMMERCIALWARE						
Item	Description	P/O#	Due Date	Qty on B/O	Qty on Order	Qty on Hand	Qty on Reserve
SHIRT	LONG SLEEVE BUTTON DOWN	175		0	100	0	0
SHIRT	LONG SLEEVE BUTTON DOWN	210	9/15/93	0	75	0	0
BELT	LEATHER BELT	672		0	72	0	0
AA200	AA200	769		0	0	0	0
BEAR	TOY BEAR	769		3	0	105	0
BOAT	ALL KINDS OF BOATS	769		17	9	5	0
DS10000	BAKER'S RACK	769		0	0	210	0
JMF001	JULIE'S TEST ITEM	769		0	430	200	0
KID-SG1	KIDDER SLALOM GIANT 1 WATER SKI	769		0	0	0	0
PEEPS	DELICIOUS MARSHMALLOW PEEPS	769		0	2	0	0
SATURN	SATURN	769		0	45	15	6
Vendor #	100 Totals			20	535	733	6

---

### Contents:

- Vendor number
- Vendor description
- Item number
- Item description
- Purchase order number
- Purchase order due date
- Quantity on backorder (cumulative total of all backordered SKUs for the item)
- Quantity on order (cumulative total of all SKUs being ordered from your suppliers)

*CWDirect 18.0*

- Quantity on hand (cumulative total of all SKUs currently available across all warehouses)
- Quantity on reserve (cumulative total of all SKUs already reserved to existing orders)
- Subtotals for each vendor
- Final totals for all vendors

## Backorder Report by Vendor/SKU/PO

**How to print:** Select the *By vendor w/PO* and *Print SKU detail* fields on the Print Backorder Report Selection Prompt screen (**PBOR**) and select **Accept**. The system submits the program **BORVNDPOS**. Backorder totals are provided for each SKU and each vendor.

CWDirect Rel 2.0 Backorder Report by Vendor/SKU/PO KAREN_L POR0386 10/17/96 11:29:30 Page 1								
The Mail Order Company								
S/O	Item	SKU	Description	P/O#	Ln#	Due Date	Qty on B/O	Qty on P/O
	Vendor #	10001	1ST VENDOR					
01	CP10000	SMLL	DELUXE COFFEE POT	186	1	9/30/96	21	10
	SKU totals						21	10
	Item CP10000 totals						21	10
	Vendor 10001 totals						21	10
	Vendor #	10003	3RD VENDOR					
	CP10000		DELUXE COFFEE POT	182	1	9/27/96	21	600
	SKU totals						21	600
	Item CP10000 totals						21	600
	Vendor 10003 totals						21	600
	Final totals						42	610

### Contents:

- Soldout control (a code indicating when the system should consider the item sold out)<sup>1</sup>
- Vendor number
- Vendor description
- Item number
- SKU
- Item description
- Purchase order number

1. Soldout control codes are user-defined and are similar to this: 01 = Sell out immediately; 02 = Include on order quantity in sold out calculation; 03 = exclude on order quantity in sold out calculation.

*CWDirect 18.0*

- Purchase order detail line number (on which the SKU was ordered)
- Purchase order due date
- Quantity on backorder (cumulative total of all backordered SKUs for the item)
- Quantity on purchase order (cumulative total of all SKUs being ordered from your suppliers)
- Subtotals for each SKU
- Subtotals for each base item
- Subtotals for each vendor
- Final totals for all vendors

## Standard Sales Journal

**How to print:** This report prints if you accept the default (**Unselected**) in the *Print by division* field through the Printing the Sales Journal (**PDSJ**) menu option. Sales transactions are listed in ascending order (lowest-to-highest) by date and in ascending order by invoice number order within each date.

---

CWDirect Rel 3.0	Sales Journal	KLETENDRE	ACR0217	6/22/98	9:24:29	Page 1						
	The KL Mail Order Company											
Invoice Dates: 5/22/98 To 6/22/98												
Invoice Date 6/18/98												
Invoice	Customer	Order	Merchandise	Freight	Add'l frt	Tax	Handling	Add'l charge	Total cash	Total C/C	Total coupon	Total
A/R	Total	COD	Gross	Prft								
330	26	2690	18.00	1.00	.00	1.80	.00	.00	20.80	.00	.00	20.83
331	26	2692	18.00	1.00	.00	1.80	.00	.00	20.80	.00	.00	20.83
332	26	2693	18.00	1.00	.00	1.80	.00	.00	20.80	.00	.00	20.83
333	26	2694	18.00	1.00	.00	1.80	.00	.00	20.80	.00	.00	20.83
334	26	2695	18.00	1.00	.00	1.80	.00	.00	20.80	.00	.00	20.83
Total for 6/10/98			90.00	5.00	.00	9.00	.00	.00	104.00	.00	.00	20.83
Invoice Date 6/19/98												
Invoice	Customer	Order	Merchandise	Freight	Add'l frt	Tax	Handling	Add'l charge	Total cash	Total C/C	Total coupon	Total
A/R	Total	COD	Gross	Prft								
335	26	2696	18.00	1.00	.00	1.80	.00	.00	20.80	.00	.00	23.88
336	26	2696	18.00-	1.00-	.00	1.80-	.00	.00	20.80-	.00	.00	23.88
Total for 6/12/98			.00	.00	.00	.00	.00	.00	.00	.00	.00	23.88
Totals			90.00	5.00	.00	9.00	.00	.00	104.00	.00	.00	20.83

---

### Contents:

- Invoice date
- Invoice number
- Customer number
- Order number

**Note:** The following totals are from the Invoice Ship To record.

- Merchandise

## CWDirect 18.0

- Freight
- Additional frt
- Tax (the amount of sales tax calculated on merchandise shipped. If this figure includes any VAT, the word **VAT** appears to the right)
- Handling
- Additional charge
- Total cash
- Total coupon
- Total Accounts Receivable
- Total cash on delivery
- Gross profit
- Totals

**Note:** The *Totals* field for *Gross profit* represents the average gross profit percentage for all shipments on the specified invoice date. This is calculated by totaling the gross profit percentage for all shipments (positive invoices only, not credits), and dividing this value by the number of shipments (positive invoices, not credits).

- Out of balance total

**Note:** This report breaks by currency if the *Multi Currency by Offer (E03)* system control value is **selected**.

- VAT Total (the total amount of value added tax included in the Tax total. This information appears only if the *Tax Included in Price (E70)* system control value is **selected**. On orders subject to VAT, tax does not accumulate in the Tax bucket; instead, a “hidden tax” is included in the order detail line and the customer pays a tax-inclusive price for each item. For such orders, the Merchandise total indicated is net of VAT. In other words, if the customer paid \$10.00 for the merchandise, but a \$1.50 hidden tax was included in the order detail line, the merchandise total would be \$8.50).

## Sales Journal by Division

**How to print:** This version of the Sales Journal prints if you **select** the *Print by division* field through the Printing the Sales Journal (**PDSJ**) menu option. Sales transactions on this report are sorted and subtotaled by sales division. A page break occurs between each division. A grand total of all sales transaction for the company as a whole is presented at the bottom of the report.

---

CWDirect Rel 3.0	Sales Journal by Division	KLETENDRE ACR0320 6/22/98 10:19:47 Page 1												
	The KL Mail Order Company													
Invoice Dates: 6/01/98 To 6/22/98														
Division BQ BBQ DIVISION														
Invoice date 6/10/98														
Invoice	Cust	Order	Merch	Freight	Add'l frt	Tax	Hndlg	Add'l chg	Tot cash	Tot C/C	Tot cpn	Tot A/R	Tot COD	Gross Prft
330	26	2690	18.00	1.00	.00	1.80	.00	.00	20.80	.00	.00	.00	.00	20.83
331	26	2692	18.00	1.00	.00	1.80	.00	.00	20.80	.00	.00	.00	.00	20.83
332	26	2693	18.00	1.00	.00	1.80	.00	.00	20.80	.00	.00	.00	.00	20.83
333	26	2694	18.00	1.00	.00	1.80	.00	.00	20.80	.00	.00	.00	.00	20.83
334	26	2695	18.00	1.00	.00	1.80	.00	.00	20.80	.00	.00	.00	.00	20.83
Total for 6/10/98			90.00	5.00	.00	9.00	.00	.00	104.00	.00	.00	.00	.00	20.83
Invoice date 6/12/98														
Invoice	Cust	Order	Merch	Freight	Add'l frt	Tax	Hndlg	Add'l chg	Tot cash	Tot C/C	Tot cpn	Tot A/R	Tot COD	Gross Prft
335	26	2696	18.00	1.00	.00	1.80	.00	.00	20.80	.00	.00	.00	.00	23.88
336	26	2696	18.00-	1.00-	.00	1.80-	.00	.00	20.80-	.00	.00	.00	.00	23.88
Total for 6/12/98			.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	23.88
Division totals BQ			411.00	35.00	.00	41.10	.00	.00	487.10	.00	.00	.00	.00	26.22
Grand total			411.00	35.00	.00	41.10	.00	.00	487.10	.00	.00	.00	.00	26.22

---

**For more information:** See the [Standard Sales Journal](#).

## Sales Journal by Pay Type

**How to print:** Use the Printing the Sales Journal by Pay Type (**PSJP**) menu option.

---

CWDirect Rel 3.0      Sales Journal by Pay Type      KLETENDRE ACR0314      8/18/98 12:01:55 Page 1  
 The KL Mail Order Company

Invoice Dates: 8/18/98 To 8/18/98  
 Currency . :  
 Invoice date: 8/18/98  
 Pay Plan Type: Regular  
 Pay type: 4

Invoice	Customer	Order	Merchandise	Freight	Add'l Freight	Tax	Handling	Add'l Charge	Total Invoice	Amount Collected
388	26	2864	25.00	2.00	.00	1.25	.00	.00	28.25	28.25
Totals for Pay Type: 4			25.00	2.00	.00	1.25	.00	.00	28.25	28.25

Invoice Dates: 8/18/98 To 8/18/98  
 Currency . :  
 Invoice date: 8/18/98  
 Pay Plan Type: Regular  
 Pay type: 5

Invoice	Customer	Order	Merchandise	Freight	Add'l Freight	Tax	Handling	Add'l Charge	Total Invoice	Amount Collected
384	26	2859	25.00	2.00	.00	1.25	.00	.00	28.25	28.25
Totals for Pay Type: 5			25.00	2.00	.00	1.25	.00	.00	28.25	28.25
Totals for Pay Plan Type			75.00	6.00	.00	3.75	.00	.00	84.75	84.75

Invoice Dates: 8/18/98 To 8/18/98  
 Currency . :  
 Invoice date: 8/18/98  
 Pay Plan Type: D Deferred  
 Pay type: 4

Invoice	Customer	Order	Merchandise	Freight	Add'l Freight	Tax	Handling	Add'l Charge	Total Invoice	Amount Collected
383	26	2855	25.00	2.00	.00	1.25	.00	.00	28.25	28.25
385	26	2860	25.00	2.00	.00	1.25	.00	.00	28.25	28.25
Totals for Pay Type: 4			50.00	4.00	.00	2.50	.00	.00	56.50	56.50
Totals for Pay Plan Type D			50.00	4.00	.00	2.50	.00	.00	56.50	56.50

Invoice Dates: 8/18/98 To 8/18/98  
 Currency . :  
 Invoice date: 8/18/98  
 Pay Plan Type: I Installment  
 Pay type: 5

Total for :	8/18/98	150.00	12.00	.00	7.50	.00	.00	.00	169.50	169.50
Grand total		150.00	12.00	.00	7.50	.00	.00	.00	169.50	169.50

---

### Contents:

- Invoice date range
- Currency

## CWDirect 18.0

- Invoice date (the date on which an invoice was created as a result of a shipment. This report shows all shipments for the specified report date range)
- Pay plan type
- Pay type code
- Invoice number
- Customer number
- Order number

**Note:** The following totals are from the Invoice Payment Method record(s).

- Merchandise
- Freight
- Additional freight
- Tax (the amount of sales tax calculated on merchandise shipped. If this figure includes any VAT, the word **VAT** appears to the right.<sup>1</sup>)
- Handling
- Additional charge
- Total invoice
- Amount collected

---

1. This information appears only if the *Tax Included in Price (E70)* system control value is **selected**. On orders subject to VAT, tax does not accumulate in the Tax bucket; instead, a "hidden tax" is included in the order detail line and the customer pays a tax-inclusive price for each item. For such orders, the Merchandise total indicated is net of VAT. In other words, if the customer paid \$10.00 for the merchandise, but a \$1.50 hidden tax was included in the order detail line, the merchandise total would be \$8.50.

*CWDirect 18.0*

- Total credits (the total dollar amount of credits (refunds) for this pay type for items returned today. Credits appear as negative dollar amounts.)
- Total invoices
- Totals for pay type
- Totals for pay plan type
- Totals for (date)
- Grand total

**Note:** This report sorts by currency if the *Multi Currency by Offer (E03)* system control value is **selected**.

## Sales Journal by Order Type

**How to print:** Complete the Sales Journal by Order Type screen, available through Printing the Sales Journal by Order Type (PSJO) menu option.

CWDirect Rel 4.0      Sales Journal by Order Type      LWARREN      ACR0491      7/26/99 16:50:04 Page      1  
 EVOLUTIONARY NICHE CO

Invoice Dates: 7/26/99 To 7/26/99  
 Currency . :  
 Invoice date: 7/26/99  
 Pay Plan Type: Regular  
 Order Type: I INTERNET ORDERS  
 Division: NW NORTHWEST DIVISION  
 Pay type: 4

Invoice	Customer	Order	Merchandise	Freight	Add'l Freight	Tax	Handling	Add'l Charge	Total Invoice	Amount Collected
484	142	3506	10.00	.50	.00	.00	.00	.00	10.50	10.50
487	37	3510	15.00	.75	.00	.00	5.00	.00	20.75	20.75
485	130	3512	10.00	.50	.00	.00	.00	.00	10.50	10.50
Total Invoices:			35.00	3.00	.00	.00	10.00	.00	73.00	73.00
Totals for Pay Type: 4			35.00	3.00	.00	.00	10.00	.00	73.00	73.00

-----  
 Invoice Dates: 7/26/99 To 7/26/99  
 Currency . :  
 Invoice date: 7/26/99  
 Pay Plan Type: Regular  
 Order Type: P PHONE ORDERS  
 Division: FL NORTHEAST DIVISION  
 Pay type: 4

Invoice	Customer	Order	Merchandise	Freight	Add'l Freight	Tax	Handling	Add'l Charge	Total Invoice	Amount Collected
486	128	3507	30.00	1.50	.00	.00	10.00	.00	41.50	41.50
Total Invoices:			30.00	1.50	.00	.00	10.00	.00	41.50	41.50
Totals for Pay Type: 4			30.00	1.50	.00	.00	10.00	.00	41.50	41.50
Totals for Pay Plan Type			30.00	1.50	.00	.00	10.00	.00	41.50	41.50
Totals for Order Type P			30.00	1.50	.00	.00	10.00	.00	41.50	41.50
Grand total			65.00	3.25	.00	.00	15.00	.00	83.25	83.25

### Contents:

- Invoice date range

## CWDirect 18.0

- Currency

**Note:** This report sorts by currency if the *Multi Currency by Offer (E03)* system control value is **selected**.

- Invoice date (the date on which an invoice was created as a result of a shipment. This report shows all shipments for the specified report date range)
- Pay plan type. Valid values = Regular (no pay plan), Deferred, or Installment.
- Order type
- Division (from source code on order header)
- Pay type code
- Invoice number
- Customer number
- Order number

**Note:** The following totals are from the Invoice Payment Method record(s).

- Merchandise dollar amount
- Freight
- Additional freight
- Tax (the amount of sales tax calculated on merchandise shipped. If this figure includes any VAT, the word VAT appears to the right.<sup>1</sup>)
- Handling

---

1. This information appears only if the *Tax Included in Price (E70)* system control value is **selected**. On orders subject to VAT, tax does not accumulate in the Tax bucket; instead, a "hidden tax" is included in the order detail line and the customer pays a tax-inclusive price for each item. For such orders, the Merchandise total indicated is net of VAT. In other words, if the customer paid \$10.00 for the merchandise, but a \$1.50 hidden tax was included in the order detail line, the merchandise total would be \$8.50.

*CWDirect 18.0*

- Additional charge
- Total invoice
- Amount collected
- Net total invoices
- Net total for pay type
- Net total for plan type
- Net totals for division
- Net totals for order type
- Net grand totals

## Sales Journal Summary by Period

**How to print:** Select the *By period* field at the Print Sales Journal Summary screen (PSJM).

---

CWDirect	Rel 16.0	Sales Journal Summary By Period				SWARD	ACR0302	6/20/13	7:42:21	Page	1				
Demonstration Company															
Start date 4/09/13		End date 4/13/13													
Ofr	Merch	Tax	Frnt	Frnt+	Chg	Hnd	Total	Cost	G/P	G/P%	Def Liab	Coupon	Credit Card	A/R	COD
Period 4 / 13															
049	735.00	45.42	21.85				802.27	102.41	632.59	86.06	645.49		156.78		
	735.00	45.42	21.85				802.27	102.41	632.59	86.06	645.49		156.78		
Period 9 / 13															
001	34.20	1.41	10.90	20.00			66.51	10.06	24.14	70.58	34.96		31.55		
	34.20	1.41	10.90	20.00			66.51	10.06	24.14	70.58	34.96		31.55		
	769.20	46.83	32.75	20.00			868.78	112.47	656.73	85.37	645.49		191.74		31.55

---

Information on this report is sorted by offer within accounting period. Sales totals are provided for each period. A grand total of sales for all periods is provided at the bottom of this report.

**Contents:** See the [Sales Journal Summary by Entity/Offer](#).

## Sales Journal Summary by Offer

**How to print:** Select the *By offer* field on the Print Sales Journal Summary screen; see [Sales Journal Summary by Period](#).

---

CWDirect	Rel 16.0	Sales Journal Summary By Offer				SWARD	ACR0303	6/20/13	7:43:19	Page	1				
Demonstration Company															
Start date		4/09/13	End date		6/13/13										
Ofr	Merch	Tax	Frnt	Frnt+	Chg	Hnd	Total	Cost	G/P	G/P%	Def Liab	Coupon	Credit Card	A/R	COD
001	34.20	1.41	10.90	20.00			802.27	102.41	632.59	86.06	645.49	34.96	31.55		
049	735.00	45.42	21.85				868.78	112.47	656.73	85.37	645.49	156.78			
	769.20	46.83	32.75	20.00			191.74	31.55							

---

Information on this report sorts by offer (in alphanumeric offer code sequence). A grand total of sales for all offers is provided at the bottom of this report.

**Contents:** See the [Sales Journal Summary by Entity/Offer](#).

## Sales Journal Summary by Descending Dollars

**How to print:** Select the *By merch\$ descending* field on the Print Sales Journal Summary screen; see [Sales Journal Summary by Period](#).

---

CWDirect	Rel 16.0	Sales Journal Summary By Descending\$ SWARD				ACR0304	6/20/13	7:44:38	Page	1					
		Demonstration Company													
Start date 4/09/13		End date 6/13/13													
Ofr	Merch	Tax	Frnt	Frnt+	Chg	Hnd	Total	Cost	G/P	G/P%	Def Liab	Coupon	Credit Card	A/R	COD
Period 4 / 13															
049	735.00	45.42	21.85				802.27	102.41	632.59	86.06	645.49		156.78		
	735.00	45.42	21.85				802.27	102.41	632.59	86.06	645.49		156.78		
Period 6 / 13															
001	34.20	1.41	10.90	20.00			66.51	10.06	24.14	70.58	34.96		31.55		
	34.20	1.41	10.90	20.00			66.51	10.06	24.14	70.58	34.96		31.55		
	769.20	46.83	32.75	20.00			868.78	112.47	656.73	85.37	645.49		191.74		31.55

---

Information on this report is sorted by descending merchandise dollars (highest-to-lowest sales) for each offer during an accounting period. Sales totals are provided for each period. A grand total of sales for all periods is provided at the bottom of this report.

**Contents:** See the [Sales Journal Summary by Entity/Offer](#).

## Sales Journal Summary by Invoice Date

**How to print:** Select the *By invoice date* field on the Print Sales Journal Summary screen; see [Sales Journal Summary by Period](#).

CWDirect Rel 3.0		Sales Journal Summary by Invoice Date				JCESTARO ACR0417 10/19/98 11:06:55 Page 1															
		The KL Mail Order Company																			
Start date 10/01/98		End date 10/19/98																			
										Payment Types											
Inv Date	Div	Merch	Tax	Frnt	Frnt+	Chg	Hnd	Total	G/P%	Def Liab	Cpn	Crdrd	Card	A/R	COD	Def Liab	Cpn	Credit Card	Card	A/R	COD
10/07/98	BQ	2,000.00	100.00	18.33				2,118.33	50.00	2,118.33					.00	2,118.33					.00
10/08/98	BQ	4,000.00	200.00	33.33				4,233.33	50.00	4,233.33					.00	4,233.33					.00
10/09/98	BQ	240.00	12.00	20.00				272.00	100.00			36.00		236.00				36.00		236.00	
10/13/98	BQ	360.00	18.00	30.00				408.00	80.35					408.00						408.00	
10/15/98	BQ	60.00	3.00	10.00				73.00	80.35	73.00				.00		73.00					.00
10/16/98	BQ	60.00	3.00	10.00				73.00	80.35	73.00				.00		73.00					.00
Final total:		6,720.00	336.00	121.66				7,177.66	53.95	6,497.66		36.00		644.00		6,497.66		36.00		644.00	

Information on this report is sorted by date and division for each offer during an accounting period. Sales totals are provided for each period. A grand total of sales for all periods is provided at the bottom of this report.

**Contents:** See the [Sales Journal Summary by Entity/Offer](#).

## Sales Journal Summary by Entity/Offer

**How to print:** Select the *By entity/offer* field on the Print Sales Journal Summary screen; see [Sales Journal Summary by Period](#).

CWDirect Rel 3.5      Summary Sales Journal by Entity/Offer LWARREN      ACR0492      4/28/99 15:06:32 Page      1																
EVOLUTIONARY NICHE CO																
Start date		1/01/99		End date		4/28/99										
Ofr	Merch	Tax	Frft	Frft+	Chg	Hnd	Total	Cost	G/P	G/P%	Def	Liab	Coupon	Credit Card	A/R	COD
Entity 25	PHONE ORDERS															
CCC	2410.00	120.50	172.55	34.89	2.50-	10.00	2745.44	1787.66	622.34	25.82	225.49	15.00	2399.66	105.29		
Entity 25	Total															
	2410.00	120.50	172.55	34.89	2.50-	10.00	2745.44	1787.66	622.34	25.82	225.49	15.00	2399.66	105.29		
Entity 555	E-COMMERCE															
A01	2408.00	113.90	232.00				2753.90	1453.37	954.63	39.64				2753.90		
B01	30.00	1.49					31.49	45.96	15.96-	53.20-				31.49		
C01	3005.00	150.25	340.00				3495.25	2901.10	103.90	3.46				3495.25		
D01	4258.95	212.95	488.90				4960.80	4017.90	241.05	5.66				4960.80		
.6	Entity 555 Total															
	12111.95	599.09	1233.45	34.89	2.50-	10.00	13986.88	10205.99	1905.96	15.74	225.49	15.00	13641.10	105.29		

Information on this report is sorted by offer within each entity. Sales totals are provided for each entity. A grand total of sales for all entities is provided at the bottom of this report.

### Contents:

- **Start date/End date:** the dates between which sales information is reported
- **Offer:** the code for the catalog, television or space advertisement from which you accept orders

**Note:** The following totals are from the Invoice Ship To record.

- **Merchandise dollars:** the sum of all merchandise amounts on the Invoice records for each offer. This is strictly the charge for the item and does not include charges for tax, freight, shipping, etc.
- **Tax:** the sum of the sales tax on the Invoice records for each offer.
- **Freight:** the sum of the freight on the Invoice records for each offer.
- **Additional freight:** the sum of the additional freight on the Invoice records for each offer.

### CWDirect 18.0

- **Charges:** the sum of the extra charges on the Invoices for each offer. This may include service charges (for the source code or offer), additional shipper/item charges, guaranteed service charges, or additional charges/credits entered during Order Entry or Order Maintenance
- **Handling:** the sum of special handling charges on the Invoice for each offer. Special handling is some type of additional item handling, such as monogramming, hemming, altering, etc.
- **Total:** the sum of all Invoice Pay Method records for pay category 1 (checks & cash) for the offer
- **Cost:** the sum of the cost amounts in the Invoice records for each offer.
- **Gross profit:** the dollar amount of profit realized from the sales for each offer. This is calculated by:

Total Merchandise Amount - Total Cost for each offer

- **Gross profit percent:** the percentage of gross profit realized from the sales for each offer. This is calculated by:

(Total Gross Profit / Total Merchandise Amount) \* 100

- **Deferred liability:** total amount posted to deferred liability for this offer.
- **Coupon:** the sum of all Invoice Pay Method records for pay category 5 (coupons & credits) for the offer
- **Credit card:** the sum of all Invoice Pay Method records for pay category 2 (credit cards) for the offer
- **Accounts Receivable:** the sum of all Invoice Pay Method records for pay category 3 (Accounts Receivable) for the offer
- **Cash-on-delivery (C.O.D.):** the sum of all Invoice Pay Method records for pay category 4 (C.O.D.) for the offer
- **Invoice Date:** The date that the invoice was created (This field only occurs when you print the [Sales Journal Summary by Invoice Date](#))
- **Division:** This code represents the division of your business against which you are posting the A/P transaction. (This field only occurs when you print the [Sales Journal Summary by Invoice Date](#))

## Sales Journal Errors Report

**How to print:** Complete the Print Sales Journal Errors screen (**PSJE**).

---

CWDirect	Rel 10.5	Sales Journal Errors				EKAPLAN	ACR0245	9/29/06 11:17:11	Page	1			
		EZK Mail Order											
From: 9/29/06 To: 9/29/06													
Invoice date 9/29/06													
Invoice	Customer	Order	Merchandise	Freight	Add'l frt	Tax	Handling	Add'l charge	Total cash	Total C/C	Total coupon	Total A/R	Total COD
8655	299	12531	38.50	.00	2.34	4.08	.00	.00	45.73	.00	.00	.00	.00
Out of balance:			.81-										
Totals			38.50	.00	2.34	4.08	.00	.00	45.73	.00	.00	.00	.00
Out of balance total			. : .81-										

---

### Contents:

- Date range: *From* and *To* dates selected at the Print Sales Journal Errors screen
- Invoice date: the date the order shipment or credit billed
- Invoice: invoice number
- Customer: customer number
- Order: order number

**Note:** The following totals are from the Invoice Ship To record.

- Merchandise: the total merchandise value billed on the invoice
- Freight: the total freight charges billed on the invoice
- Add'l freight
- Tax
- Handling
- Add'l charge

*CWDirect 18.0*

- Total cash
- Total C/C
- Total coupon
- Total A/R
- Total COD
- Out of balance amount: the total *Merchandise, Freight, Additional freight, Tax, Handling, and Additional charge* for all Invoice Pay Method records that do not equal the corresponding totals for the Invoice Ship To record. If the Invoice Pay Method total is higher than the Invoice Ship To total, the out-of-balance amount is negative; otherwise, if the Invoice Pay Method total is lower than the Invoice Ship To total, the out-of-balance amount is negative.

## Order Shipment Analysis Report

**How to print:** Use the Printing the Order Shipment Analysis (**POSA**) menu option.

---

CWDirect	Rel 16.0	Order Shipment Analysis Report				SWARD	CSR0605	6/20/13	7:45:52	Page	1		
Demonstration Company For 4/09/13													
Cmp Ofr	# Orders	# Items Ordered	Order Value	Avg Ord Size	# Phone Orders	Phone Value	P/O Avg Ord Size	# Mail Orders	Mail Value	Mail Avg Ord Size	# Shpmnts Shipped	# Items Shipped	Shipment Value
412 001	0	0	0	.00	0	0	.00	0	0	.00	0	0	0
412 049	4	23	848	212.00	4	848	212.00	0	0	.00	6	20	868
Total	4	23	848	212.00	4	848	212.00	0	0	.00	6	20	868

---

### Contents:

- Company
- Catalog (offer)
- Number of orders
- Number of items ordered
- Order value
- Average order size
- Number of phone orders
- Value of phone orders
- Average size of phone orders
- Number of mail orders
- Value of mail orders
- Average size of mail orders
- Number of shipments

*CWDirect 18.0*

- Number of items shipped
- Shipment value
- Total
- Final Totals

## Open Prepaid Order List

**How to print:** Use the Printing the Open Prepaid Order List (**POPP**) menu option.

CWDirect		Rel 16.0		Open Prepaid Order List				EKAPLAN	OER0713	6/21/13	8:33:22	Page	1
		# of		EZK Mail Order				Prepaid	Refund Due	Refunds	Open Prepaid	Balance Due	
Order#	Sts	Recip	Order Dt	Customer#	Name	Order Balance	Balance		Paid	Balance			
11429	H	1	10/26/12	1373	BAINÉ, HARRY N	11.92	10.63	.00	.00	10.63		1.29	
10/26/12		11429	-	1	P	1373	BAINÉ, HARRY N	11.92	EKAPLAN				
13557	H	1	5/23/13	1888	EMIL, NANCY	11.91	15.43	3.52	.00	11.91		.00	
1/23/13		13557	-	1	P	1888	EMIL, NANCY	11.91	EKAPLAN				
13684	H	1	6/01/13	1891	RUBIO, JAMES	105.65	116.08	10.43	.00	105.65		.00	
6/01/13		13684	-	1	P	1891	RUBIO, JAMES	105.65	EKAPLAN				
Final totals						129.48	142.14	13.95	.00	128.19		1.29	

### Contents:

- order number
- order status (whether the order is held)
- number of order recipients
- order date
- customer number
- customer name
- order balance
- prepaid balance: The amount of prepayment received from the customer.
- refund due, if any: If the prepaid balance is greater than the order balance, and if no refunds have been paid yet, this equals the prepaid balance minus the order balance. The amount of the refund also depends, however, on how you have defined the pay type; if the refund check minimum for the pay type is \$2.00, then refunds of less than \$2.00 will appear as zero.
- refund paid, if any: The calculation is similar to refunds due, except that this amount includes refunds that have already been processed.

### *CWDirect 18.0*

- open prepaid balance: This is the amount of the customer's prepayment that is applied to the order balance.
- balance due, if any: If the order balance is greater than the prepaid balance, this equals the order balance minus the prepaid balance

When the report runs as part of your daily process, it includes all add reason codes for that day.

## Order Addition Audit Report

**How to print:** Use the Print the Order Addition Audit Report (**PAAR**) menu option. You can also add this report to your periodic processing.

---

Add Reason ADD1						
Rep	Order No	Reason	Item/Alias	SKU	Description	Price
KLETENDRE	3041	ADD1	WAR875IT		GRILL BURNER	.00
KLETENDRE	3041	ADD1	WAR9967N		CABLE	.00
KLETENDRE	3041	ADD1	WAR34756TN	RED	TEMPERATURE DIAL	.00
Total for Rep :		3	Dollar Value	.00		
Total for Add Reason		ADD1	:	0	Dollar Value	.00
Add Reason ADD2						
Rep	Order No	Reason	Item/Alias	SKU	Description	Price
KLETENDRE	3041	ADD2	WAR875IT		GRILL BURNER	.00
KLETENDRE	3041	ADD2	ITEX		GRILL TOOLS	60.00
Total for Rep :		2	Dollar Value	60.00		
Total for Add Reason		ADD2	:	0	Dollar Value	.00
Add Reason ADD3						
Rep	Order No	Reason	Item/Alias	SKU	Description	Price
KLETENDRE	3041	ADD3	WAR875IT		GRILL BURNER	.00
KLETENDRE	3041	ADD3	ITEK		MEAT TENDERIZER	30.00
Total for Rep :		2	Dollar Value	60.00		
Total for Add Reason		ADD3	:	0	Dollar Value	.00

---

### Contents:

- date range (*from* and *to* dates for the period)
- add reason code
- operator (Rep) who added the item
- order number
- add reason code
- item or alias code
- SKU codes, if any

*CWDirect 18.0*

- description of the item
- unit price
- total number of order lines added by the operator for this add reason
- total number of order lines added by all operators for this add reason
- grand total number of order lines added for the period

## State Tax Report

**Purpose:** This report displays tax, GST, and PST totals by state for all debit invoices and credit invoices within a given date range.

**How to print:** Use the Printing the Sales Tax Report by State (**PSTX**) menu option.

---

CWDirect	Rel 9.0	State Tax Report			KBOTTGER	MSR0721	12/15/04 10:45:34	Page	1
		KAB Co							
From	12/15/04	To	12/15/04						
	Tax	Tax	GST	GST	PST	PST			
State	Debit	Credit	Debit	Credit	Credit	Debit			
MA	1.46	.96-	.00	.00	.00	.00			
PA	5.00		.00	.00	.00	.00			
QB	6.75	1.10-	4.40	.80-	.64-	3.75			

---

### Contents:

- **From:** The first date for invoices included on the report.
- **To:** The last date for invoices included on the report.
- **State:** A code for the state associated with the tax.
- **Tax debit:** The total tax associated with sales for the state. The system totals the *Tax* amount in the Invoice Ship To file for each debit invoice that falls within the specified date range and whose ship to customer resides in the specified state.
- **Tax credit:** The total tax associated with returns for the state. The system totals the *Tax* amount in the Invoice Ship To file for each credit invoice that falls within the specified date range and whose ship to customer resides in the specified state.
- **GST debit:** The total GST amount associated with sales for the state. The system totals the *GST* amount in the Invoice Ship To file for each debit invoice that falls within the specified date range and whose ship to customer resides in the specified state.
- **GST credit:** The total GST amount associated with returns for the state. The system totals the *GST* amount in the Invoice Ship To file for each credit invoice that falls within the specified date range and whose ship to customer resides in the specified state.
- **PST credit:** The total PST amount associated with returns for the state. The system totals the *PST* amount in the Invoice Ship To file for each credit invoice that falls within the specified date range and whose ship to customer resides in the specified state.

*CWDirect 18.0*

- **PST debit:** The total PST amount associated with sales for the state. The system totals the *PST* amount in the Invoice Ship To file for each debit invoice that falls within the specified date range and whose ship to customer resides in the specified state.

## State Tax Detail Report

**How to print:** Use the Printing the State Tax Detail Report (PSTD) menu option.

---

CWDirect Rel 2.0	State Tax Report (Detail)	ELISE_K	MSR0950	4/08/97	11:15:53	Page	1
State MA Massachusetts	From 4/08/97 Through 4/08/97		Currency USA	USA DOLLARS			

Taxable and Exempt Invoices

Invoice Number	Invoice Date	Customer Sold-To	Ship To	Customer	Merchandise Total	Shipping & Handling	Add'l Charges	State Tax	Invoice Total	Tx Cd	Resale/Exempt Tax Number
2163	4/08/97	291	0	MS. SARAH RAE BROWN	9.95	2.00	.00	.52	12.47	T	
2164	4/08/97	294	0	MS. HANNAH E BROWN	22.95	5.00	1.00	1.20	30.15	T	
2166	4/08/97	413	0	ACME FOUNDATION	114.75	10.00	.00	.00	124.75	E	1234
Total Taxable and Exempt					147.65	17.00	.00	1.72	167.37		

CWDirect Rel 2.0	State Tax Report (Detail)	ELISE_K	MSR0950	4/08/97	11:15:53	Page	2
State MA Massachusetts	From 4/08/97 Through 4/08/97		Currency USA	USA DOLLARS			

Tax Credit Invoices

Invoice Number	Invoice Date	Customer Sold-To	Ship To	Customer	Merchandise Total	Shipping & Handling	Add'l Charges	State Tax	Invoice Total	Tx Cd	Resale/Exempt Tax Number
2167	4/08/97	32	0	BUSY BEAVER CLEANERS	100.00-	2.00	.00	.00	98.00-	R	4567
2165	4/08/97	294	0	MS. HANNAH E BROWN	22.95-	2.00	.00	1.20-	22.15-	T	
Total Tax Credit Invoices					122.95-	21.00	.00	1.20-	120.15-		
Massachusetts											
Total MA Tax Net Sales					24.70	21.00	1.00	.52	47.22		
Total Other States Net Sales					962.55	133.00	12.00	27.00	1134.55		
Grand Total All Net Sales					987.25	154.00	13.00	27.52	1181.77		

---

### Contents:

#### Report selections:

- State and description
- date range selected
- currency selected and description (if you use Multi Currency by Offer (E03))

**Invoice and credit information:** (this information is presented first for all invoices, both taxable and tax-exempt, then for all credits, which may also include both taxable and tax-exempt)

- invoice number

*CWDirect 18.0*

- invoice date
- customer number of the person who placed the order
- shipping address on the order. This field will be used only if this is a temporary ship-to, created by pressing **F14**select **Ship To's**; otherwise, the number will appear as **0**
- customer name or company name
- merchandise total
- shipping and handling total
- additional charge total
- state tax total
- invoice total•tax code. Valid values are:
  - **E** = tax exempt
  - **G** = goods and services tax (Canadian tax)
  - **N** = non-taxable
  - **P** = provincial services tax
  - **R** = reseller
  - **T** = taxable
- reseller or tax-exempt number, which is required if the customer has a tax code of **R** or **E**.

**Totals:** (the following totals are broken out by merchandise total, shipping and handling total, additional charges total, state tax total, and invoice total)

- total invoices for the selected state
- total credit invoices for the selected state
- net totals for the selected state (for any total where credits exceed positive invoices, this will be a negative number)
- net totals for all other states, excluding the selected state

*CWDirect 18.0*

- grand net total: the net total for each column, including all states

## Shipping and Handling Analysis Report

**How to print:** Use the Shipping and Handling Analysis Report (PSHI) menu option.

CWDirect Rel 2.0 Shipping and Handling Analysis ELISE\_K OER0962 4/09/97 16:16:15 Page 1

Ship Via : 1 Large Thumb Inc.

Invoice Number	Order Number	Merchandise Total	S&H Charged	Shipping \$ From Table	Shipping \$ Allocated	Shipping \$ Actual	Shipping \$ Variance	Handling \$ Table	Handling \$ Actual	Handling \$ Variance	Additional Charges	Total Variance
1918	104	10000.00	10.00	250.00	10.00	143.00	133.00-					133.00-
1919	1136	60.00	12.00	9.00	9.00	7.50	1.50	3.00	3.00			1.50
1920	1138	90.00	10.00	10.00	10.00	5.00	5.00					5.00
1921	1139	60.00	6.00	9.00	6.00	5.00	1.00				4.00	5.00
1922	1700	33.90	11.25	4.25	4.25	9.00	4.75-				4.00	.75-
Tot Ship Via: 1		10243.90	49.25	13.00	39.25	169.50	130.25-	3.00	3.00		8.00	122.25-

Ship Via : 2 East Coast Shippers, Inc.

Invoice Number	Order Number	Merchandise Total	S&H Charged	Shipping \$ From Table	Shipping \$ Allocated	Shipping \$ Actual	Shipping \$ Variance	Handling \$ Table	Handling \$ Actual	Handling \$ Variance	Additional Charges	Total Variance
1929	2085	200.00	6.00	12.00	6.00	11.00	5.00-	6.00	6.00			5.00
1930	2403	15.00	3.00	3.95	3.00	2.00	1.00					1.00
1931	2429	30.00		3.95		3.50	3.50-					3.50-
1932	2430	29.95		3.95		3.00	3.00-					3.00-
1933	2439	31.00	7.95	3.95	3.95	2.00	1.95				4.00	5.95
1934	2442	95.00	16.00	10.00	10.00	6.00	4.00	6.00	6.00		2.00	6.00
1935	2456	19.95	3.95	3.95	3.95	3.00	.95					.95
1936	2458	200.00	9.95	6.95	6.95	1.50	4.45		3.00	3.00		7.45
Tot Ship Via: 2		620.90	46.85	48.70	33.85	32.00	.85	12.00	15.00	3.00	11.00	14.85
Grand Total :		10864.80	96.10	61.70	73.10	201.50	129.40-	15.00	18.00	3.00	19.00	107.40-

### Contents:

- ship via code: this is the ship via code from the order line if it differs from the ship via on the order header
- ship via description
- invoice number (**Note:** This report does not include customer returns)
- order number

## CWDirect 18.0

The following fields are totaled for each ship via or ship via combination (if more than one ship via was used on the order); grand totals appear at the end of the report.

- merchandise total
- shipping and handling charged: the total including freight, handling, and additional freight
- shipping dollar total from table: the total amount of freight only that would be charged using standard freight calculation. This total is prorated for partial shipments.
- allocated shipping dollar total: the dollar total of the shipping and handling charges allocated to shipping to determine profitability. The lesser of the shipping and handling charged or the shipping dollar total from table is used.
- actual shipping dollar total: the actual meter charge from the manifest station. Unless you use an *Actual freight* method, any pick slips you confirm through Manual Confirmation will distort the results of this report, since freight charges from these pick slips will not be included.
- dollar total. In cases where the meter charge exceeded the allocated amount, the variance is expressed as a negative number.
- handling dollar total from table: the special handling charge specified in the Item Offer file.
- handling actual dollar total: this amount is calculated by subtracting the shipping dollar total from the shipping and handling charged.
- handling variance: this amount is calculated by subtracting the handling dollar total from table from the handling actual dollar total.
- additional charges: the total or net additional charges on the order. Only additional charges assigned to the *Additional Charge Group Code for Shipping and Handling Analysis Report (E54)* system control value are included. If the invoice represents a partial shipment, the additional charges are included only if this was the first shipment on the order.
- total variance: this amount is calculated by adding the shipping variance, the handling variance, and the additional charges.

## Salesman Demand Report

**How to print:** Use the Printing the Order Demand/Sales Reports (**PSSR**) menu option.

---

CWDirect Rel 2.5      Sales Report-Salesman/Date      KAREN\_L OER0993 9/04/97 9:38:05 Page 1  
 The KL Mail Order Company  
 Orders From 9/03/97 To 9/04/97  
 DEMAND REPORT

Salesman # 34											
Order Number	Order Date	Ord Stat	Merchandise Total	Tax Total	Freight Total	Gross Margin	Gross Margin %	Qty Returned	Qty Ordered	Qty Reserved	Qty Shipped
1318	9/04/97	X	20.00	.00	.00	10.00	50.00	0	1	0	1
1319	9/04/97		20.00	.00	.00	10.00	50.00	0	1	1	0
1320	9/04/97		40.00	.00	.00	20.00	50.00	1	2	0	1
Salesman Totals			80.00	.00	.00			1	4	1	2
Salesman # 18812											
Order Number	Order Date	Ord Stat	Merchandise Total	Tax Total	Freight Total	Gross Margin	Gross Margin %	Qty Returned	Qty Ordered	Qty Reserved	Qty Shipped
1315	9/04/97	X	20.00	1.00	2.00	10.00	50.00	0	1	0	1
1316	9/04/97		20.00	1.00	2.00	10.00	50.00	0	1	1	0
1317	9/04/97		40.00	1.00	4.00	20.00	50.00	1	2	0	1
Salesman Totals			80.00	3.00	8.00			1	4	1	2
Final Totals			160.00	3.00	8.00			2	8	2	4

---

### Contents:

- Orders from entered date range
- Salesman number
- Order number
- Order date
- Order status
- Merchandise total
- Tax total

*CWDirect 18.0*

- Freight total
- Gross margin
- Gross margin percent
- Quantity returned
- Quantity ordered
- Quantity reserved
- Quantity shipped
- Salesman totals
- Final totals

## Source Shipped Report

**How to print:** Use the Printing the Order Demand/Sales Reports (**PSSR**) menu option.

---

CWDirect Rel 2.5      Sales Report-Source/Date      KAREN\_L OER0995 9/04/97 10:05:37 Page 1

The KL Mail Order Company

Orders From 9/03/97 To 9/04/97

SHIPPED REPORT

Source CAN

Order Number	Order Date	Ord Stat	Merchandise Total	Tax Total	Freight Total	Gross Margin	Gross Margin %	Qty Returned	Qty Ordered	Qty Reserved	Qty Shipped
1318	9/04/97	X	20.00	.00	.00	10.00	50.00	0	1	0	1
1320	9/04/97		40.00	.00	.00	20.00	50.00	1	2	0	1
Source Totals			60.00	.00	.00			1	3	0	2

Source TAN

Order Number	Order Date	Ord Stat	Merchandise Total	Tax Total	Freight Total	Gross Margin	Gross Margin %	Qty Returned	Qty Ordered	Qty Reserved	Qty Shipped
1315	9/04/97	X	20.00	1.00	2.00	10.00	50.00	0	1	0	1
1317	9/04/97		40.00	1.00	4.00	20.00	50.00	1	2	0	1
Source Totals			60.00	2.00	6.00			1	3	0	2
Final Totals			120.00	2.00	6.00			2	6	0	4

---

### Contents:

- Orders from entered date range
- Source code
- Order number
- Order date
- Order status
- Merchandise total
- Tax total
- Freight total
- Gross margin percent

*CWDirect 18.0*

- Quantity returned
- Quantity ordered
- Quantity reserved
- Quantity shipped
- Source totals
- Final totals

## Item Purchase and Sales Aging Report

**How to print:** Use the Item Purchase and Sales Aging Report (LIPS) menu option.

CWDirect Rel 2.5 Item Purchase and Sales Report KAREN\_L INR1109 9/04/97 12:01:06 Page 1

The KL Mail Order Company

Warehouse 3 Vendor#: 101 TAN CATALOG VENDOR

Item / SKU	On Hand	MTD	YTD	Res	Pos		Weekly Sales and Receipts					
					Last	PO	1	2	3	4	5	
G8F1WRA9	100	0	0	4		0	0	0	0	0	100	R
SWEATER						316	0	0	0	0	0	I
6/24/97												
RE5U9AR	81	2	16	35		10	0	0	0	0	100	R
OVERALLS						316	6	6	4	0	3	I
6/24/97												
ST6C2S9OU	43	0	7	0		0	0	0	50	0	0	R
VARSITY JACKET						321	1	3	3	0	0	I
8/14/97												

Warehouse 3 Vendor#: 10004 BERNADETTE L. JOHNSON

Item / SKU	On Hand	MTD	YTD	Res	Pos		Weekly Sales and Receipts					
					Last	PO	1	2	3	4	5	
HO6E9	8	2	2	0		0	10	0	0	0	0	R
PURE SWEET HONEY						324	2	0	0	0	0	I
9/24/97												
S9S1171	28	1	20	0		0	0	0	50	0	0	R
SHIRT						324	4	10	8	0	0	I

### Contents:

- Warehouse
- Vendor number and description
- Item/SKU
- On hand quantity
- Month to date
- Year to date

*CWDirect 18.0*

- Reserved quantity
- Open purchase order quantity
- Weekly receipts aging buckets (updates when you receive the item)
  - 0-7 days
  - 8-14 days
  - 15-21 days
  - 22-28 days
  - 28 and over days
- Last purchase order number
- Weekly sales aging buckets (updates when you confirm the item)
  - 0-7 days
  - 8-14 days
  - 15-21 days
  - 22-28 days
  - 28 and over days
- Last receipt date

## Warranty Freight Report

This report sorts in entity, shipment date, invoice number sequence.

**How to print:** Use the Warranty Freight Report (**PWFR**) menu option.

---

CWDirect Rel 3.5	Warranty Freight Report	KLETENDRE FLR0777 6/23/99 8:51:27 Page 1				
Shipment Date Range: 6/21/99 to 6/23/99						
Selected Entities: 555 0 0 0 0 0						
		Total				
Entity	Shpmnt Date	Invoice #	Shpmnt Wgt	Shpmnt Frt	Warranty Wgt	Warranty Frt
555	6/22/99	592	7.00	2.00	5.00	1.42
555	6/22/99	593	17.00	10.00	15.00	8.82
555	6/22/99	594	20.00	6.00	20.00	6.00
555	6/22/99	595	7.00	4.50	5.00	3.21
555	6/23/99	596	20.00	3.00	5.00	.75
Totals			71.00	25.50	50.00	20.20

---

### Contents:

- Shipment date range selection criteria (this is the date range you defined on the Print Warranty Freight Report screen)
- Selected entities selection criteria (this is the code for the entity or entities you defined on the Print Warranty Freight Report screen)
- Entity code
- Shipment date
- Invoice number
- Total shipment weight
- Total shipment freight
- Warranty weight
- Warranty freight

## Operations Control Report

**Purpose:** Use this report to review the flow of orders from entry through shipment for a period of time. This report provides a high-level overview of the fulfillment process, identifies potential bottlenecks or problem areas, and delivers an audit trail of order activity.

This report is broken into separate areas of information:

- **order control:** beginning order totals and ending order totals
- **shipment summary:** shipped totals, exchanged totals, and credited/returned totals
- **open order summary:** open/held order totals, open/held backordered totals, open/held printed totals, and open/held reserved/unprinted totals
- **general operational summaries:** A/R balance, suspended batches totals, pending picks totals, pending RA receipts totals, pending RA credits totals, and pending refunds totals
- **general merchandising summaries:** A/P balance, backordered items totals, open PO totals, held PO totals, docked PO totals, open past due PO totals, held past due PO totals, docked past due PO totals, suspense receipt totals, pending putaway totals, and staging warehouse totals

### Important:

- **If the held and open totals are blank:** You need to run the **PFR0062** periodic function to make sure the system records the total order activity.
- **Drop ship items** update the totals on this report as well as items that you ship from your warehouse.
- **Non-inventory items:** The setting of the *Demand Update for Non-Inventoried Items (E59)* system control value does not affect how the system calculates these totals; non-inventory items update each total regardless of this setting.
- **Update demand for order maintenance:** The setting of the *Update Demand for Order Maintenance Transactions (C72)* system control value does not affect how the system calculates these totals.
- **Fulfillment orders excluded:** Orders that match the *Fulfillment Order Type (J36)* system control value are excluded from the totals on this report. The [Fulfillment Operations Control Report](#) lists these order totals.

## *CWDirect 18.0*

You can also review these totals in the Operations Control Summary (**FLSH**) menu option.

### **How to print:**

- complete the Order Control Report screen (**POCT**).
- submit the related order summary periodic function (**PFR0062**).
- select **Update current totals** at the First Operations Control Summary screen, Second Operations Control Summary screen, Display Operations Control Summary screen, or Merchandising Control Summary screen in the Operations Control Summary (**FLSH**) menu option.



## Contents:

- **Date range:** Dates included in the report. If you generated the report at the Order Control Report screen, these are the dates you entered; if you generated the report through the periodic function, both dates should represent the generation date; if you generated the report at one of the Operations Control Summary screens, both dates are the current date.

**Important:** All totals are based on the totals in the Order Control Summary file, less the corresponding totals from the Fulfillment Order Control Summary file if you track Fulfillment orders separately.

**Order control:** The number of orders, number of units, and total merchandise dollar value for open orders. The system breaks down these totals by gross demand, add on demand, cancelled orders, closed/soldout orders, and shipped orders.

- **Beginning open order balance:** The number of orders, number of units, and merchandise dollars for the beginning transaction date of this report.
  - **number of orders:** The total number of open and held orders as of the beginning transaction date. Calculated from the Order Control Summary file totals:  $\text{open orders number} + \text{held orders number} + \text{orders cancelled number} + \text{orders soldout/closed number} + \text{orders shipped number} - \text{orders entered number} = \text{beginning number of orders}$ .
  - **number of units:** The total number of units on open and held orders as of the beginning transaction date. Calculated from the Order Control Summary file totals:  $\text{open backordered quantity} + \text{open printed quantity} + \text{open unprinted quantity} + \text{held backordered quantity} + \text{held printed quantity} + \text{held unprinted quantity} + \text{add on demand} + \text{quantity cancelled} + \text{quantity soldout} + \text{quantity shipped} - \text{quantity ordered} = \text{beginning number of units}$ .
  - **merchandise dollars:** The merchandise dollar total of open and held orders as of the beginning transaction date. Calculated from the Order Control Summary file totals:  $\text{open backordered dollars} + \text{open printed dollars} + \text{open unprinted dollars} + \text{held backordered dollars} + \text{held printed dollars} + \text{held unprinted dollars} + \text{add on demand dollars} + \text{orders cancelled dollars} + \text{orders soldout dollars} + \text{orders shipped dollars} - \text{orders entered dollars} = \text{beginning merchandise dollars}$ .
  - From the *Orders entered dollars* in the Order Control Summary file for the beginning transaction date.

The beginning open order balance is then broken out by:

- **Gross demand:** The number of orders, number of units, and merchandise dollars for orders entered for the selected date range. These order totals reflect initial order entry only.

## CWDirect 18.0

- **number of orders:** The total number of orders entered for the selected date range. From the *Orders entered number* in the Order Control Summary file.
- **number of units:** The total number of units on new orders. From the *Quantity ordered* in the Order Control Summary file.
- **merchandise dollars:** The merchandise dollar total on new orders. From the *Orders entered dollars* in the Order Control Summary file.
- **Add on demand:** Actual add-on demand; increased each time you add any items in order maintenance, including the replacement items in exchanges. However, these totals are decreased by orders or items canceled with a cancel reason whose *Reduce demand?* flag is **selected**.
  - **number of orders:** The total number of orders; increased each time you reopen a closed order by adding item(s) in order maintenance, including exchange (replacement) items and mis-ships; decreased each time you cancel an order using a cancel reason whose *Reduce demand?* flag is **selected**. From the *Orders reopened number* in the Order Control Summary file.
  - **number of units:** The total number of units; increased each time you add an item in order maintenance, including a mis-ship or exchange (replacement) item; decreased each time you cancel an item using a cancel reason whose *Reduce demand?* flag is **selected**. From the *Quantity increased* in the Order Control Summary file.
  - **merchandise dollars:** The merchandise dollar total; increased each time you add item(s) in order maintenance by the extended price of the added item(s), or enter exchange item(s) in order maintenance by the extended price of the replacement item(s); decreased each time you cancel an item using a cancel reason whose *Reduce demand?* flag is **selected**. From the *Orders increased dollars* in the Order Control Summary file.
- **Cancelled:** The number of orders, number of units, and merchandise dollars for orders cancelled for the selected date range. These totals include orders, items, or merchandise dollars only if the *Reduce demand?* flag for the cancel reason is **unselected**.
  - **number of orders:** The number of orders cancelled (orders in **Cancelled** status; all order lines have been cancelled). From the *Orders cancelled number* in the Order Control Summary file.
  - **number of units:** The number of units cancelled. From the *Quantity cancelled* in the Order Control Summary file.
  - **merchandise dollars:** The merchandise dollar total of cancelled items. From the *Orders cancelled dollars* in the Order Control Summary file.
- **Closed/soldout:** The number of orders, number of units, and merchandise dollars for orders soldout for the selected date range. The system considers an order line sold out if you process soldout order lines in order entry, order maintenance, or the *Process Auto Soldouts Cancellations (MASO)* menu option, or you cancel order lines with a cancel reason whose *Reduce demand?* flag is

## CWDirect 18.0

**selected.** However, the system updates only soldout orders and does **not** update soldout units, soldout dollars, cancelled orders, cancelled units, or cancelled dollars for these order lines.

- **number of orders:** The total number of soldout orders, including orders for which all order lines are sold out, or at least one order line is sold out and all other order lines have been cancelled using any cancel reason code. This does not include order lines that are sold out if other order lines exist on the order that are not sold out or cancelled. From the *Orders soldout/closed number* in the Order Control Summary file.
- **number of units:** The total number of sold out units. From the *Quantity soldout* in the Order Control Summary file.
- **merchandise dollars:** The merchandise dollar total of sold out items. From the *Orders soldout dollars* in the Order Control Summary file.
- **Shipped:** The number of orders, number of units, and merchandise dollars for orders shipped for the selected date. These totals are not decreased by returns or exchanges.
  - **number of orders:** The total number of shipped orders. From the *Orders shipped number* in the Order Control Summary file. The setting of the *Order Control Summary Shipment Update Method (155)* system control value determines how the system updates the # *Orders shipped* in the Order Control Summary file; if this system control value is not set to **ORDERS**, the will not provide an accurate day by day audit of order shipment activity.
  - **number of units:** The total number of shipped units, including shipped units confirmed and gift certificates processed at pick slip generation. This does not include units for returns processed in order entry. From the *Quantity shipped* in the Order Control Summary file.
  - **merchandise dollars:** The merchandise dollar total of shipped items, including shipments confirmed and gift certificates processed at pick slip generation. This does not include dollars for returns processed in order entry. From the *Orders shipped dollars* in the Order Control Summary file.
- **Ending open order balance:** The number of orders, units, and total merchandise dollar value for the ending transaction date of the date range you selected.
  - **number of orders:** The number of open and held orders as of the ending transaction date. Calculated from the Order Control Summary file totals:  $\text{open orders number} + \text{held orders number} = \text{ending number of orders}$ .
  - **number of units:** The number of units on open and held orders as of the ending transaction date. Calculated from the Order Control Summary file totals:  $\text{Open backordered quantity} + \text{Open printed quantity} + \text{Open unprinted quantity} + \text{Held backordered quantity} + \text{Held printed quantity} + \text{Held unprinted quantity} = \text{ending number of units}$ .

## CWDirect 18.0

- **merchandise dollars:** The merchandise dollar total on open and held orders as of the ending transaction date. Calculated from the Order Control Summary file totals: open backordered dollars + open printed dollars + open unprinted dollars + held backordered dollars + held printed dollars + held unprinted dollars = ending merchandise dollars.

**Shipment summary:** The number of orders, number of units, and total merchandise dollar value for shipments. The system provides totals by shipped orders, exchanged orders, and credited/returned orders.

- **Shipped:** The number of orders, number of units, and merchandise dollars for orders shipped for the selected date range. These totals are not decreased by returns or exchanges.
  - **number of orders:** The total number of shipped orders, including returns processed by negative quantities in order entry (these returns update the number of shipped orders and the *Returns* fields, but does not update shipped units or shipped dollars) and shipped orders confirmed. A single order with multiple pick slips (for example, for ship alone items) updates the total by 1. An order with multiple ship-tos updates the total by the number of ship-tos. For example, an order with 2 ship-to addresses updates the total by 2. This does not include gift certificates processed at pick slip generation. From the *Orders shipped number* in the Order Control Summary file.
  - **number of units:** The total number of shipped units, including shipped units confirmed and gift certificates processed at pick slip generation. This does not include units for returns processed in order entry. From the *Quantity shipped* in the Order Control Summary file.
  - **merchandise dollars:** The merchandise dollar total of shipped items, including shipments confirmed and gift certificates processed at pick slip generation. This does not include dollars for returns processed in order entry. From the *Orders shipped dollars* in the Order Control Summary file.
- **Exchanged:** The number of orders, number of units, and merchandise dollars for items returned in exchange transactions for the selected date range. These totals include quantities and merchandise dollar value of the items returned in exchange transactions, **not** units and merchandise dollar value of items ordered in exchange. You can enter an exchange in order maintenance or Work with Return Authorizations (these totals increase only when you process the credit).
  - **number of orders:** The total number of exchange transactions processed, regardless of whether the exchanges are on the same order. For example, an order with 2 exchanged order lines processed separately updates this total by 2; however, if the same 2 exchanged order lines on a single order are processed in the same transaction, the total updates by 1. From the *Exchanges number* in the Order Control Summary file.

## CWDirect 18.0

- **number of units:** The total number of units returned in exchange transactions. From the *Quantity exchanged* in the Order Control Summary file.
- **merchandise dollars:** The merchandise dollar total of returned items in exchange transactions. From the *Exchanged dollars* in the Order Control Summary file.
- **Credited/returned:** The number of orders, number of units, and merchandise dollars for orders returned for the selected date range. You can enter a return in order entry (via negative quantity ordered), order maintenance, or Work with Return Authorizations (these totals increase only when you process the credit). These totals include simple returns only, as opposed to exchanges.
  - **number of orders:** The total number of return transactions processed and credited, regardless of whether the returns are on the same order. For example, an order with 2 returned order lines processed separately updates this total by 2; however, if the same 2 returned order lines on a single order are processed in the same transaction, the total updates by 1. From the *Invoices credited number* in the Order Control Summary file.
  - **number of units:** The total number of returned units. From the *Quantity credited* in the Order Control Summary file.
  - **merchandise dollars:** The merchandise dollar total of returned items. From the *Invoices credited dollars* in the Order Control Summary file.

**Open order summary:** The number of orders, number of units, and total merchandise dollar value for backordered orders, printed orders, and reserved/unprinted orders as of the ending date on the report. The system provides totals by open orders, held orders, and open and held orders.

- **Open:** Open order totals as of the ending date on the report, broken out by:
  - **open number of orders:** The total number of open orders; this is the number of orders in an open status. From the *Open orders number* in the Order Control Summary file for the ending transaction date.
  - **open backordered number of units:** The total number of units on backorder that are on open orders. From the *Quantity backordered* in the Order Control Summary file for the ending transaction date.
  - **open backordered merchandise dollars:** The total merchandise dollars of units on backorder that are on open orders. From the *Open backordered dollars* in the Order Control Summary file for the ending transaction date.
  - **open printed on pick slips number of units:** The total number of printed units on open orders. The total number of open printed units is from the *Open printed quantity* in the Order Control Summary file for the ending transaction date.
  - **open printed on pick slips merchandise dollar total:** The total merchandise dollars of printed units on open orders. From the *Open printed dollars* in the Order Control Summary file for the ending transaction date.

## CWDirect 18.0

- **open reserved/unprinted number of units:** The total number of reserved units on open orders. From the *Open unprinted quantity* in the Order Control Summary file for the ending transaction date.
- **open reserved/unprinted merchandise dollar total:** The total merchandise dollars of reserved units on open orders. From the *Open unprinted dollars* in the Order Control Summary file for the ending transaction date.
- **Held:** Held order totals as of the ending date on the report, broken out by:
  - **held number of orders:** The total number of held orders; this is the number of orders in a held status. From the *Held orders number* in the Order Control Summary file for the ending transaction date.
  - **held backordered number of units:** The total number of units on backorder that are on held orders. From the *Quantity held backordered* in the Order Control Summary file for the ending transaction date.
  - **held backordered merchandise dollar total:** the total merchandise dollars of units on backorder that are on held orders. From the *Held backordered dollars* in the Order Control Summary file for the most recent transaction date.
  - **held printed on pick slips number of units:** The total number of printed units on held orders. From the *Held printed quantity* in the Order Control Summary file for the ending transaction date.
  - **held printed on pick slips merchandise dollar total:** The total merchandise dollars of printed units on held orders. From the *Held printed dollars* in the Order Control Summary file for the ending transaction date.
  - **held reserved/unprinted number of units:** The total number of reserved units on held orders. From the *Held unprinted quantity* in the Order Control Summary file for the ending transaction date.
  - **held reserved/unprinted merchandise dollar total:** The total merchandise dollars of reserved units on held orders. From the *Held unprinted dollars* in the Order Control Summary file for the ending transaction date.

**General operational summaries:** The number of orders, number of units, and total merchandise dollar value for suspended orders, pending pick slips, pending RA receipts, pending RA credits, and pending refunds. The total A/R balance and total number of suspended batches also displays.

- **A/R balance merchandise dollars:** The total dollar value of the open accounts receivable balance, including all open, allocated, or disputed open items across all bill to accounts. This total is negative if the dollar total of credits is greater than the dollar total of open invoices. From the *Open A/R balance* in the Order Control Summary file.
- **Suspended batches number:** The total number of order batches that are in a suspended status. From the *Batches suspended number* in the Order Control Summary file.

## CWDirect 18.0

- **Suspended orders:** Total number of suspended orders, suspended units, and total dollar value of suspended orders, regardless of whether the order is batched.
    - **number:** The total number of suspended orders; this is the number of orders in a suspended status. From the *Orders suspended number* in the Order Control Summary file for the ending transaction date.
    - **number of units:** The total number of suspended units, including units on backorder or on a held order lines. This does not include soldout units. From the *Orders suspended quantity* in the Order Control Summary file for the ending transaction date.
    - **merchandise dollars:** The merchandise dollar total of suspended orders, including units on backorder or on held order lines. This does not include merchandise dollars for soldout units. From the *Orders suspended dollars* in the Order Control Summary file for the ending transaction date.
  - **Pending picks:** The number of pending pick slips, number of units on pending pick slips, and merchandise dollars for pending pick slips. Pending pick slips are pick slips that have not yet been billed or voided. The system increases the pending pick slip number, units, and dollars for drop ship orders if the drop ship output defined for the vendor is drop ship pick slip; if the drop ship output defined for the vendor is drop ship purchase order or collaborative shipping, the system only increases the total units and total dollars pending and does not increase the total number pending.
    - **number:** The total number of pick slips pending. From the *Pending picks number* in the Order Control Summary file for the ending transaction date.
    - **number of units:** The total number of units on pending pick slips. This is the total of the *Open printed quantity* and *Held printed quantity* in the Order Control Summary file for the ending transaction date.
    - **merchandise dollars:** The merchandise dollar total of items on pending pick slips. This is the total of the *Open printed dollars* and *Held printed dollars* in the Order Control Summary file for the ending transaction date.
- Available in XML version: Pending RA receipts:** The number of pending return authorization receipts, number of units on pending return authorization receipts, and merchandise dollars for pending return authorization receipts. Pending return authorization receipts are return authorizations that have been entered, but not yet received. You can only enter a pending RA receipt using non-streamlined return authorizations (the *Use Streamlined Return Authorizations (F44)* system control value is **selected**). These totals include quantities and merchandise dollar value of the items returned in return transactions and items returned in exchange transactions, **not** units and merchandise dollar value of items ordered in exchange.
- **number:** The total number of pending return authorization receipts, regardless of whether the returns are on the same order. For example, an order with 2 pending RA receipt order lines processed separately updates this total by 2; however, if the same 2 pending RA receipt order lines on a single order are processed in the same transaction, the total updates by 1. From the *Pending RA receipt number* in the Order Control Summary file for the ending transaction date.

## CWDirect 18.0

- **number of units:** The total number of units on pending return authorization receipts. From the *Pending RA receipt quantity* in the Order Control Summary file for the ending transaction date.
- **merchandise dollars:** The merchandise dollar total of items on pending return authorization receipts. From the *Pending RA receipt dollars* in the Order Control Summary file for the ending transaction date.
- **Pending RA credits:** The number of pending return authorization credits, number of units on pending return authorization credits, and merchandise dollars for pending return authorization credits. Pending return authorization credits are return authorizations that have been received, but not yet credited. You can only enter a pending RA credit using non-streamlined return authorizations (the *Use Streamlined Return Authorizations (F44)* system control value is **selected**). These totals include quantities and merchandise dollar value of the items returned in return transactions and items returned in exchange transactions, **not** units and merchandise dollar value of items ordered in exchange.
  - **number:** The total number of pending return authorization credits, regardless of whether the returns are on the same order. For example, an order with 2 pending RA credit order lines processed separately updates this total by 2; however, if the same 2 pending RA credit order lines on a single order are processed in the same transaction, the total updates by 1. From the *Pending RA credit number* in the Order Control Summary file for the ending transaction date.
  - **number of units:** The total number of units on pending return authorization credits. From the *Pending RA credit quantity* in the Order Control Summary file for the ending transaction date.
  - **merchandise dollars:** The merchandise dollar total of items on pending return authorization credits. From the *Pending RA credit dollars* in the Order Control Summary file for the ending transaction date.
- **Pending refunds:** The number of pending refunds, number of units on pending refunds, and merchandise dollars for pending refunds. Pending refunds are refunds in an open or held status that have not yet been processed; these totals do not include refunds that are in a pending cancelled, cancelled, pending write off, write off, or processed status.
  - **number:** The total number of unprocessed refunds. From the *Refunds pending number* in the Order Control Summary file for the ending transaction date.
  - **merchandise dollars:** The merchandise dollar total of items on unprocessed refunds. From the *Refunds pending dollars* in the Order Control Summary file for the ending transaction date.

**General merchandising summaries:** The number of orders, number of units, and total merchandise dollar value for backordered items, open POs, held POs, docked POs, open past due POs, held past due POs, docked past due POs, suspense receipts, pending putaway inventory, and staged warehouse inventory. The total A/P balance also displays.

## CWDirect 18.0

- **A/P balance merchandise dollars:** The total dollar value of the accounts payable balance, including all outstanding (unpaid) A/P invoices, across all vendors. This total is negative if the dollar total of credits is greater than the dollar total of unpaid invoices. The system sums the *Open A/P* in the Vendor Extended file to determine the A/P balance. From the *Open A/P balance* in the Order Control Summary file for the ending transaction date.
- **Backordered items:** The number of items on backorder, number of units on backorder, and merchandise dollars of backordered items.
  - **number:** The total number of items on backorder. From the *Backorder items number* in the Order Control Summary file for the ending transaction date.
  - **number of units:** The total number of units on backorder, across items. The system totals the *Open backordered quantity* and *Held backordered quantity* in the Order Control Summary file for the ending transaction date to determine the total number of units on backorder.
  - **merchandise dollars:** The merchandise dollar total for items on backorder. The system totals the *Open backordered dollars* and *Held backordered dollars* in the Order Control Summary file for the ending transaction date to determine the merchandise dollar total of backordered items.
- **Open PO:** The number of open purchase orders, number of units on open purchase orders, and merchandise dollars of items on open purchase orders. Open purchase orders are POs that are in an open (**O**) status; this does not include recurring POs or drop ship POs.
  - **number:** The total number of open purchase orders based on the PO Header file. From the *Open PO number* in the Order Control Summary file for the ending transaction date.
  - **number of units:** The total number of units on open purchase orders from the PO Detail file. From the *Open PO quantity* in the Order Control Summary file for the ending transaction date.
  - **merchandise dollars:** The merchandise dollar total for open purchase orders from the PO Detail file. From the *Open PO dollars* in the Order Control Summary file for the ending transaction date.
- **Held PO:** The number of held purchase orders, number of units on held purchase orders, and merchandise dollars of items on held purchase orders. Held purchase orders are POs that are in a held (**H**) status; this does not include recurring POs or drop ship POs.
  - **number:** The total number of held purchase orders based on the PO Header file. From the *Held PO number* in the Order Control Summary file for the ending transaction date.

## CWDirect 18.0

- **number of units:** The total number of units on held purchase orders based on the PO Detail file. From the *Held PO quantity* in the Order Control Summary file for the ending transaction date.
- **merchandise dollars:** The merchandise dollar total for held purchase orders from the PO Detail file. From the *Held PO dollars* in the Order Control Summary file for the ending transaction date.
- **Docked PO:** The number of docked purchase orders, number of units on docked purchase orders, and merchandise dollars of items on docked purchase orders. Docked purchase orders are POs that are in a docked (**D**) status. The PO line status can be open (**O**) or held (**H**) to be included in these totals. If you partially receive a docked PO, the system updates the PO status from docked (**D**) to open (**O**).
  - **number:** The total number of docked purchase orders based on the PO Header file. From the *Docked PO number* in the Order Control Summary file for the ending transaction date.
  - **number of units:** The total number of units on docked purchase orders based on the PO Detail file. From the *Docked PO quantity* in the Order Control Summary file for the ending transaction date.
  - **merchandise dollars:** The merchandise dollar total for docked purchase orders based on the PO Detail file. From the *Docked PO dollars* in the Order Control Summary file for the ending transaction date.
- **Open past due PO:** The number of open purchase orders that contain purchase order lines that are past due, number of units on open purchase orders that are past due, and merchandise dollars of items on open purchase orders that are past due. This does not include drop ship purchase orders. Open past due purchase order lines are PO lines that have not yet been received and are past the expected due date (the *Due date* defined for the PO line is less than the current date) *and* the PO header status is open (**O**). The PO line status can be open (**O**) or held (**H**) to be included in these totals.
  - **number:** The total number of open POs that contain PO lines that are past due based on the PO Header file. From the *Open past due PO number* in the Order Control Summary file for the ending transaction date.
  - **number of units:** The total number of units on open POs that are past due based on the PO Detail file. From the *Open past due PO liens* in the Order Control Summary file for the ending transaction date.
  - **merchandise dollars:** The merchandise dollar total for items on open POs that are past due based on the PO Detail file. From the *Open past due PO dollars* in the Order Control Summary file for the ending transaction date.
- **Held past due PO:** The number of held purchase orders that contain purchase order lines that are past due, number of units on held purchase orders that are past due, and merchandise dollars of items on held purchase orders that are past due. This does not include drop ship purchase orders. Held past due purchase order lines are PO lines that have not yet been received and are past

## CWDirect 18.0

the expected due date (the *Due date* defined for the PO line is less than the current date) *and* the PO header status is held (**H**). The PO line status can be open (**O**) or held (**H**) to be included in these totals.

- **number:** The total number of held POs that contain PO lines that are past due based on the PO Header file. From the *Held past due PO number* in the Order Control Summary file for the ending transaction date.
- **number of units:** The total number of units on held POs that are past due based on the PO Detail file. From the *Held past due PO lines* in the Order Control Summary file for the ending transaction date.
- **merchandise dollars:** The merchandise dollar total for items on held POs that are past due based on the PO Detail file. From the *Held past due PO dollars* in the Order Control Summary file for the ending transaction date.
- **Docked past due PO:** The number of docked purchase orders that contain purchase order lines that are past due, number of units on docked purchase orders that are past due, and merchandise dollars of items on docked purchase orders that are past due. This does not include drop ship purchase orders. Docked past due purchase order lines are PO lines that have not yet been received and are past the expected due date (the *Due date* defined for the PO line is less than the current date) *and* the PO header status is docked (**D**). The PO line status can be open (**O**) or held (**H**) to be included in these totals.
  - **number:** The total number of docked POs that contain PO lines that are past due based on the PO Header file. From the *Docked past due PO number* in the Order Control Summary file for the ending transaction date.
  - **number of units:** The total number of units on docked POs that are past due based on the PO Detail file. From the *Docked past due PO lines* in the Order Control Summary file for the ending transaction date.
  - **merchandise dollars:** The merchandise dollar total for items on docked POs that are past due based on the PO Detail file. From the *Docked past due PO dollars* in the Order Control Summary file for the ending transaction date.
- **Suspense receipt:** The number of PO lines received into suspense, number of units received into suspense, and merchandise dollars of items received into suspense.
  - **number:** The total number of PO lines received into suspense based on the PO Suspense file, including PO lines that only have a partial quantity received into suspense. From the *Suspense receipts number* in the Order Control Summary file for the ending transaction date.
  - **number of units:** The total number of units on PO lines received into suspense based on the PO Suspense file. From the *Suspense receipts quantity* in the Order Control Summary file for the ending transaction date.
  - **merchandise dollars:** The merchandise dollar total for items received into suspense based on the PO Suspense file. From the *Suspense receipts dollars* in the Order Control Summary file for the ending transaction date.

## CWDirect 18.0

- **Pending putaway:** The number of PO lines received into a pending putaway warehouse, number of units received into a pending putaway warehouse, and merchandise dollars of items received into a pending putaway warehouse. A pending putaway warehouse is a warehouse where you place inventory that is on its way to its final destination. You can define a warehouse as a pending putaway warehouse by assigning a warehouse location type of **PP** (pending putaway warehouse) to the warehouse in Work with Default Warehouse Locations (**WWDL**). The system increases these totals when you receive a PO line or a partial quantity on a PO line into a pending putaway warehouse.
  - **number:** The total number of PO lines received into a pending putaway warehouse based on the Pending Putaway Detail file, including PO lines that only have a partial quantity received into a pending putaway warehouse. From the *Pending putaway lines* in the Order Control Summary file for the ending transaction date.
  - **number of units:** The total number of units received into a pending putaway warehouse based on the Pending Putaway Detail file. From the *Pending putaway quantity* in the Order Control Summary file for the ending transaction date.
  - **merchandise dollars:** The merchandise dollar total of items received into a pending putaway warehouse based on the Pending Putaway Detail file. From the *Pending putaway dollars* in the Order Control Summary file for the ending transaction date.
- **Staging warehouse:** The number of PO lines received into a staging warehouse, number of units received into a staging warehouse, and merchandise dollars of items received into a staging warehouse. A staging warehouse is a warehouse that designates an area within your actual warehouse where you keep stock that needs to be put away. You can define a warehouse as a staging warehouse by entering the warehouse code in the *Default Staging Warehouse (E15)* system control value. The system increases these totals when you receive a PO line or a partial quantity on a PO line into a staging warehouse.
  - **number:** The total number of PO lines received into a staging warehouse, including PO lines that only have a partial quantity received into a staging warehouse. From the *Staging inventory number* in the Order Control Summary file for the ending transaction date.
  - **number of units:** The total number of units received into a staging warehouse. From the *Staging inventory quantity* in the Order Control Summary file for the ending transaction date.
  - **merchandise dollars:** The merchandise dollar total of items received into a staging warehouse. From the *Staging inventory dollars* in the Order Control Summary file for the ending transaction date.

## Held Orders by Reason Code Report

**How to print:** Complete the Print Held Orders Report screen (PHOR).

---

CWDirect	Rel 4.0	Held Orders by Reason Code	EKAPLAN	CSR1113	4/26/00 10:28:56	Page	1
		EZK Mail Order					

Selection Criteria  
Reason Code : SH  
Pay Type : \*ALL  
Via Priority: \*ALL  
User P/T SH

Hold	Hold	Hold	Order#	P/T	Via	Customer#	Name	Telephone	Dollar	Value	Order	Auth
Reason	SH	SHIP-TO	ONLY	HOLD							Date	Date
Ship Via Priority 1												
			713	MLT	1	124	DISAMONE, LUCY	(111) 111-1111	34.50		9/16/99	
		HF	1642	MLT	1	4	COMMERCIALWARE ATTN: NAVONI, JEANNE	(508) 626-2600	79.51		2/17/00	
Ship Via Priority 2												
		HF	705	01	3	325	DONALDSON, SAM	(111) 111-1111	10.50		9/16/99	
		ZH	707	MLT	3	124	DISAMONE, LUCY	(111) 111-1111	10.00		9/16/99	
		HF	708	01	3	124	DISAMONE, LUCY	(111) 111-1111	10.50		9/16/99	
		ZH	709	MLT	3	522	RENKE, GUNTHER	(111) 111-1111	10.00		9/16/99	
		HF	710	01	3	99	BUNSON, CLYDE	(111) 111-1111	10.00		9/16/99	
		HS	714	01	3	234	GOULD, JOSEPH	(111) 111-1111	10.00		9/16/99	
			715	MLT	3	789	AMORELLO, MICHAEL	(111) 111-1111	10.00		9/16/99	
			716	01	3	823	BENEDETTI, JOSEPH	(111) 111-1111	10.00		9/16/99	
		HF	853	01	3	455	SANKEY, KAREN	(111) 111-1111	10.00		9/16/99	
		CW	852	MLT	3	792	MARX, ARTHUR	(111) 111-1111	10.00		9/16/99	
Ship Via Priority 5												
		HF	4325	01	2	291	SARAH BROWN'S COMPANY ATTN: BROWN,	(555) 555-1212	13.45		3/24/00	
		HF	4326	MLT	2	291	SARAH BROWN'S COMPANY ATTN: BROWN,	(555) 555-1212	13.45		3/24/00	
Total dollars on SH hold										251.91		
Final total										251.91		

---

### Contents:

- reason code selected at the Print Held Orders Report screen, if any
- pay type selected at the Print Held Orders Report screen, if any
- ship via priority selected at the Print Held Orders Report screen, if any

## CWDirect 18.0

- for each hold reason code and ship via priority:
  - user hold, if any
  - pay type hold, if any
  - system hold, if any
  - order number
  - pay type; **MLT** appears if more than one pay type was used
  - ship via
  - sold-to customer number
  - sold-to customer name
  - sold-to customer phone number
  - order dollar total (**Note:** This total appears in the order currency, regardless of the setting of the *Multi Currency by Offer (E03)* system control value)
  - order date
  - date, if any, when credit card was authorized
- order dollar total for the order hold reason
- order dollar total for all orders on the report

## Daily Business Status Report

**How to print:** Select Printing the Daily Business Status Report (DBST) from a menu, or run the Daily Business Status Report periodic function (program name **ACR0178**).

CWDirect Rel 5.0		Daily Business Status		KBOTTGER	CSR0507	7/10/01 13:02:03	Page	1
		KAB Co.						
----- Sales -----		----- Cash -----		----- Inventory -----		----- A/R -----	----- A/P -----	
Today	MTD	Today	MTD	Primary Whs	All Others			
10.50	131.25	73.50	509.25	100000.00	2308882.15	5726.92		.00
		----- Entered -----				Current	3498.13-	.00
	Today		Month To Date			1 - 30	.00	.00
Orders	2509	585712.47	2530	587662.47		31 - 60	.00	.00
Average Per Order		233.44		232.27		61 - 90	.00	.00
Number of Units	2		13			91 - 120	.00	.00
						Over 120	9225.05	.00
		----- Shipped -----						
	Today		Month To Date					
Packages	4	10.50	10	131.25				
Average per Package		2.62		13.12				
Number of Units	0		2					
-----		-----		-----		-----		
Warehouse		Value		Units				
3 TAN CATALOG WAREHOUSE		256612.91		19165				
4 WAREHOUSE 4		102.00		51				
10 THE MAIN WAREHOUSE		59634.94		2018				
25 KERI'S WAREHOUSE		110294.70		5609				
27 MAC'S TESTING WAREHOUSE		3774.51		1408				
28 MAC'S STAGING WAREHOUSE		100000.00		1956	PRIMARY			
30 THE STAGING WAREHOUSE		4256.64		1224				
40 WAREHOUSE 40		1733975.33		67829				
50 RETAIL STORE WAREHOUSE		11057.22		259				
60 PHYSICAL INVENTORY		30230.60		2346				
70 AVAILABLE INVENTORY FOR PICK		22629.39		1310				
100 WAREHOUSE 100		67367.15		146				
104 104 WAREHOUSE 05/17/01		413.00		47				
110 WAREHOUSE 110		3589.19		97				
555 RETAIL WAREHOUSE 555		4065.00		812				

## CWDirect 18.0

**Contents:** Each field below indicates if the value is based on the *Processing date* you defined at the Daily Business Status screen or the date you generated the report (job date). If the field indicates the value can be from either: the value is based on the *Processing date* if one exists; otherwise the job date is used to determine the value.

- **Sales today:** The merchandise dollar amount of sales today, based on the processing date or job date. This dollar amount includes shipments confirmed and gift certificates processed at pick slip generation. This dollar amount is the amount defined in the *\$ orders shipped* field from the Order Control Summary file.
- **Sales MTD:** The merchandise dollar amount of sales month to date, based on the processing date or job date. This dollar amount is the amount defined in the *\$ orders shipped* field from the Order Control Summary file, based on the accounting period start and stop date.
- **Cash today:** The dollar amount of cash, based on the processing date or job date. This amount is from the *Deposit amount* field in the Cash Receipts Header file. The Cash Receipts Header file is updated with the Async date if you automatically post to cash receipts (the *Deferred Liability Cash Post Method (C48)* system control value is set to **ORDER**); if you enter cash through Working with Cash Receipts (**WCRT**) (the *Deferred Liability Cash Post Method (C48)* system control value is set to **CASH RCPT**), the Cash Receipts Header file is updated with the batch date. This dollar amount should balance to the *Total for deposit amount* field on the [Daily Cash Receipts Journal](#).
- **Cash MTD:** The dollar amount of cash month to date, based on the processing date or job date. This dollar amount comes from the *Deposit amount* field in the Cash Receipts Header file based on the accounting period start and stop date defined in Working with Accounting Periods (**WACP**). This dollar amount should balance to the *Total for deposit amount* field on the [Monthly Cash Receipts Journal](#).
- **Inventory primary warehouse:** The system uses this calculation, based on the job date, to determine the inventory for the warehouse defined in the Default Warehouse (A04) system control value: `on hand quantity for primary warehouse x item cost = inventory for primary warehouse`.
- **Inventory all others:** The system uses this calculation, based on the job date, to determine the inventory for all other warehouses besides the default warehouse: `on hand quantity for all non-primary warehouses x item cost = inventory for all other warehouses`.
- **A/R:** The total dollar value of the open accounts receivable balance, based on the job date. This includes all open, allocated, or disputed open items across all bill to accounts. This total is negative if the dollar total of credits is greater than the dollar total of open invoices. This is the value defined in the *Open A/R balance* field in the Order Control Summary file.

## CWDirect 18.0

- **A/P:** The total dollar value of the accounts payable balance, based on the job date. This includes all outstanding (unpaid) A/P invoices, across all vendors. This total is negative if the dollar total of credits is greater than the dollar total of unpaid invoices. This is the value defined in the *Open A/P balance* field in the Order Control Summary file.
- **A/R aging amounts:** The A/R open item dollar amount for each aging bucket, based on the job date.
  - current: dollar amount of A/R for the current date
  - 1 - 30: dollar amount of A/R 1-30 days old
  - 31 - 60: dollar amount of A/R 31-60 days old
  - 61 - 90: dollar amount of A/R 61-90 days old
  - 91 - 120: dollar amount of A/R 91-120 days old
  - over 120: dollar amount of A/R over 120 days old
- **A/P aging amounts:** The dollar amount from the A/P Invoice Header file for each aging bucket, based on the job date.
  - current: dollar amount of A/P for the current date
  - 1 - 30: dollar amount of A/P 1-30 days old
  - 31 - 60: dollar amount of A/P 31-60 days old
  - 61 - 90: dollar amount of A/P 61-90 days old
  - 91 - 120: dollar amount of A/P 91-120 days old
  - over 120: dollar amount of A/P over 120 days old
- **Orders entered today #:** The number of orders entered, based on the processing date or job date. This includes the total number of ship-to addresses, orders which include only sold out items or non-inventory items, returns processed by negative quantities in order entry. This total does not include batch orders that have not yet been accepted. This total is not based on the date, but from the last time you cleared the daily totals (Daily Clear Process periodic function, program name **MSR0574**). This is the value defined in the *Orders entered number* field in the Order Control Summary file.
- **Orders entered today \$:** The merchandise dollar total of orders entered, based on the processing date or job date. This includes merchandise dollar total of sold out items and non-inventory items. This total does not include merchandise dollars for items returned during order entry or merchandise dollars for batch orders that have not yet been accepted. This total is not based on the date, but from the last time you cleared the daily totals (Daily Clear Process periodic function, program name **MSR0574**). This is the value defined in the *Orders entered dollars* field in the Order Control Summary file.

## CWDirect 18.0

- **Orders entered month to date #:** The number of orders entered for the month, based on the processing date or job date. This total is not based on the date, but from the last time you cleared the monthly totals (Monthly Clear Process periodic function, program name **MSR0576**). The system totals the *Orders entered number* value in the Order Control Summary file for each transaction date in the accounting period to determine the number of orders entered for the accounting period.
- **Orders entered month to date \$:** The merchandise dollar total of orders entered for the month, based on the processing date or job date. This total is not based on the date, but from the last time you cleared the monthly totals (Monthly Clear Process periodic function, program name **MSR0576**). The system totals the *Orders entered dollars* value in the Order Control Summary file for each transaction date in the accounting period to determine the merchandise dollar total of orders entered for the accounting period.
- **Average per order entered today \$:** The average merchandise dollar amount for the orders entered, based on the processing date or job date. The system uses this calculation to determine the average per order:  $\text{orders entered today dollars} / \text{order entered today number} = \text{average per order entered today dollars}$
- **Average per order entered month to date \$:** The average merchandise dollar amount for the orders entered for the month, based on the processing date or job date. The system uses this calculation to determine the average per order:  $\text{orders entered month to date dollars} / \text{order entered month to date number} = \text{average per order entered month to date dollars}$
- **Number of units entered today:** The number of units ordered for the day, based on the processing date or job date. This includes the main set item as well as each component item, units of sold out items or non-inventory items. This does not include units returned in order entry, units on batch orders that have not yet been accepted. This is the value defined in the *Quantity ordered* field in the Order Control Summary file.
- **Number of units entered month to date:** The number of units ordered for the month to date, based on the processing date or job date. The system totals the *Quantity ordered* value in the Order Control Summary file for each transaction date in the accounting period to determine the number of units ordered for the accounting period.
- **Packages shipped today #:** The total number of shipped orders, based on the processing date or job date. This is the value defined in the *Orders shipped number* field in the Order Control Summary file. The setting of the *Order Control Summary Shipment Method (I55)* system control value determines how the system updates the *# Orders shipped* field in the Order Control Summary file.
- **Packages shipped today \$:** The merchandise dollar total of shipped items, based on the processing date or job date. This includes shipments confirmed, gift certificates processed at pick slip generation. This total does not include dollars for returns processed in order entry. This is the value defined in the *Orders shipped dollars* field in the Order Control Summary file.

## CWDirect 18.0

- **Packages shipped month to date #:** The total number of shipped orders for the month to date, based on processing date or job date. The system totals the *Orders shipped number* value in the Order Control Summary file for each transaction date in the accounting period to determine the total number of shipped orders for the accounting period.
- **Packages shipped month to date \$:** The merchandise dollar total of shipped items for the month to date, based on processing date or job date. The system totals the *Orders shipped dollars* value in the Order Control Summary file for each transaction date in the accounting period to determine the merchandise dollar total of shipped items for the accounting period.
- **Average per package shipped today \$:** The average merchandise dollar amount for the orders shipped, based on processing date or job date. The system uses this calculation to determine the average per package shipped:  $\text{packages shipped today dollars} / \text{packages shipped today number} = \text{average per package shipped today dollars}$
- **Average per package shipped month to date \$:** The average merchandise dollar amount for the orders shipped for the month, based on processing date or job date. The system uses this calculation to determine the average per package shipped:  $\text{packages shipped month to date dollars} / \text{packages shipped month to date number} = \text{average per package shipped month to date dollars}$
- **Number of units shipped today:** The total number of shipped units, based on processing date or job date. This includes shipped units confirmed, gift certificates processed at pick slip generation. This total does not include units for returns processed in order entry. This is the value defined in the *Quantity shipped* field in the Order Control Summary file.
- **Number of units shipped month to date:** The total number of shipped units for the month to date, based on processing date or job date. The system totals the *Quantity shipped* value in the Order Control Summary file for each transaction date in the accounting period to determine the total number of shipped units for the accounting period.
- **Warehouse value:** The merchandise dollar amount of the inventory located in the specified warehouse, based on job date. The system uses this calculation to determine the dollar amount:  $\text{units} \times \text{item cost} = \text{item inventory value}$ .
- **Warehouse units:** The number of units of the inventory located in the specified warehouse, based on job date. **PRIMARY** prints to the right of the primary warehouse (the warehouse defined in the *Default Warehouse (A04)* system control value).

## Order Reconciliation Report

**How to print:** Complete the Order Reconciliation Report screen (**PORS**).

---

CWDirect Rel 5.0	Order Reconciliation Report	LWARREN	MSR1061	7/17/01 16:23:13	Page 1
From: 7/12/01 To: 7/17/01					
Category	# Orders	# Units	Total Merch \$		
Gross Demand:	18	67	1,290.00		
Open:	15	40	712.75		
Held:	1	1	20.00		
Cancelled:		2	37.56		
Sold Out:		1	22.00		
Closed/Shipped:	3	24	497.69		
	-----	-----	-----		
Returned:	18	67	1,290.00		

---

### Contents:

- dates included in the report. These are the dates you entered at the Order Reconciliation Report screen.
- gross demand (not including returns), broken out by:
  - total number of orders: includes the total number of orders, regardless of whether an order is a multiple or single ship-to order
  - total units of merchandise
  - total merchandise value; not including shipping, handling, or other additional order charges
- open, broken out by:
  - total number of open orders, regardless of whether an order is a multiple or single ship-to order
  - total units of merchandise on open orders
  - total merchandise value; not including shipping, handling, or other additional order charges
- held, broken out by:
  - total number of held orders
  - total units of merchandise on held orders; does not include units of merchandise held at the order line level
  - total value of merchandise on held orders; does not include merchandise held at the order line level.

*CWDirect 18.0*

- cancelled, broken out by:
  - total number of cancelled orders
  - total units of merchandise cancelled on all orders
  - total value of merchandise cancelled on all orders
- sold out, broken out by:
  - total units of merchandise sold out on all orders
  - total value of merchandise sold out on all orders
- closed/shipped, broken out by:
  - total number of closed orders
  - total units of merchandise shipped
  - total value of merchandise shipped
- returned, broken out by:
  - total number of orders for which at least one item has been returned
  - total units of merchandise returned
  - total value of merchandise returned

## Sales Journal by Currency Report

This report displays invoices and credit invoices based on the invoice date range and optionally, currency, you defined. The amounts on this report print in the local currency and alternate (foreign) currency.

**Determining the alternate currency:** The system looks at the currency code and conversion rate defined for the order in the Order Header Extended file to determine the currency associated with the invoice and the conversion rate to use to determine the alternate currency amount. The system multiplies the local amount by the conversion rate to determine the alternate amount. If the currency code has *Decimalized currency unselected*, the system rounds the amount to the nearest whole unit of currency.

**How to print:** Select **Submit** at the Print Sales Journal by Currency screen (**PSJC**).

CWDirect Rel 6.0		Sales Journal by Currency			KBOTTGER	ACR0513	4/17/02 13:07:29 Page		1	
		KAB Co.								
Invoice Dates: 4/16/02 To 4/16/02										
Currency . : JPY JAPANESE YEN										
Invoice date: 4/16/02										
Pay Plan Type: Regular										
Pay type: 9										
Invoice	Customer	Order	Merchandise	Freight	Add'l Freight	Tax	Handling	Add'l Charge	Total Invoice	Amount Collected
1524	44	5745	10690.00-	.00	.00	.00	.00	.00	10690.00-	10690.00
1526	44	5746	12771.00-	.00	.00	.00	.00	.00	12771.00-	12771.00
1528	44	5747	12421.00-	.00	.00	.00	.00	.00	12421.00-	12421.00
Total Credits:			273.34-	.00	.00	.00	.00	.00	273.34-	273.30
JPY Total Credits:			35882.00-	.00	.00	.00	.00	.00	35882.00-	35882.00
1523	44	5745	23500.00	.00	650.00	.00	.00	.00	24150.00	24150.00
1525	44	5746	12771.00	1203.00	668.00	.00	.00	.00	14642.00	14642.00
1527	44	5747	12421.00	.00	650.00	.00	.00	.00	13070.00	13070.00
Total Invoices:			371.88	9.00	15.00	.00	.00	.00	395.88	395.80
JPY Total Invoices:			48692.00	1203.00	1968.00	.00	.00	.00	51862.00	51862.00
Totals for Pay Type: 9			98.54	9.00	15.00	.00	.00	.00	122.54	122.50
JPY Totals for Pay Type: 9			12810.00	1203.00	1968.00	.00	.00	.00	15980.00	15980.00
Totals for Pay Plan Type			98.54	9.00	15.00	.00	.00	.00	122.54	122.50
JPY Totals Pay Plan Type			12810.00	1203.00	1968.00	.00	.00	.00	15980.00	15980.00
Total for . : 4/16/02			98.54	9.00	15.00	.00	.00	.00	122.54	122.50
JPY Total for: 4/16/02			12810.00	1203.00	1968.00	.00	.00	.00	15980.00	15980.00
Grand total			98.54	9.00	15.00	.00	.00	.00	122.54	122.50

**Contents:**

- **invoice dates:** the invoice date range you selected at the Print Sales Journal by Currency screen.
- **currency:** the currency associated with the invoices and credit invoices. The system looks at the currency code defined for the order in the Order Header Extended file to determine the currency associated with the invoices and credit invoices. If the invoices and credit invoices are for the local currency, this field prints blank.
- **invoice date:** the date when you shipped and billed the merchandise.
- **pay plan type:** the payment plan type associated with the order. Valid values are regular (no payment plan), deferred, and installment.
- **pay type:** the payment type associated with the invoice or credit invoice.
- **invoice:** invoice number; this is an invoice that falls under the currency, invoice date, pay plan type, pay type combination.
- **customer:** the number of the customer associated with the invoice.
- **order:** the order number associated with the invoice.
- **merchandise:** the merchandise amount on the invoice in the alternate currency. The system multiplies the local merchandise amount by the conversion rate defined for the order in the Order Header Extended file to determine the alternate merchandise amount. If the invoice is for the local currency, the merchandise amount prints in the local currency.
- **freight:** the freight charges for the invoice in the alternate currency. The system multiplies the local freight amount by the conversion rate defined for the order in the Order Header Extended file to determine the alternate freight amount. If the invoice is for the local currency, the freight amount prints in the local currency.
- **additional freight:** the additional freight amount for the invoice in the alternate currency. The system multiplies the local additional freight amount by the conversion rate defined for the order in the Order Header Extended file to determine the alternate additional freight amount. If the invoice is for the local currency, the additional freight amount prints in the local currency.
- **tax:** the tax amount for the invoice in the alternate currency. The system multiplies the local tax amount by the conversion rate defined for the order in the Order Header Extended file to determine the alternate tax amount. If the invoice is for the local currency, the tax amount prints in the local currency.

## CWDirect 18.0

- **handling:** the special handling amount for the invoice in the alternate currency. The system multiplies the local handling amount by the conversion rate defined for the order in the Order Header Extended file to determine the alternate handling amount. If the invoice is for the local currency, the handling amount prints in the local currency.
- **additional charge:** the additional charge amount for the invoice in the alternate currency. The system multiplies the local additional charge amount by the conversion rate defined for the order in the Order Header Extended file to determine the alternate additional charge amount. If the invoice is for the local currency, the additional charge amount prints in the local currency.
- **total invoice:** the amount billed for the invoice in the alternate currency. The system multiplies the local invoice total by the conversion rate defined for the order in the Order Header Extended file to determine the alternate invoice total. If the invoice is for the local currency, the total invoice amount prints in the local currency.
- **amount collected:** the amount you have received from the customer in the alternate currency. The system multiplies the local collected amount by the conversion rate defined for the order in the Order Header Extended file to determine the alternate collected amount. If the invoice is for the local currency, the amount collected prints in the local currency.
- **total credits:** the totals in the local currency for merchandise, freight, additional freight, tax, handling, additional charges, invoice total, and amount collected for the invoice credits grouped under the currency, invoice date, payment plan, pay type combination.
- **XXX total credits (where XXX is the currency code):** the totals in the alternate currency for merchandise, freight, additional freight, tax, handling, additional charges, invoice total, and amount collected for the invoice credits grouped under the currency, invoice date, payment plan, pay type combination. This field prints only for invoice credits associated with an alternate currency.
- **total invoices:** the totals in the local currency for merchandise, freight, additional freight, tax, handling, additional charges, invoice total, and amount collected for the invoices grouped under the currency, invoice date, payment plan, pay type combination.
- **XXX total invoices (where XXX is the currency code):** the totals in the alternate currency for merchandise, freight, additional freight, tax, handling, additional charges, invoice total, and amount collected for the invoices grouped under the currency, invoice date, payment plan, pay type combination. This field prints only for invoices associated with an alternate currency.
- **totals for pay type:** the totals in the local currency for merchandise, freight, additional freight, tax, handling, additional charges, invoice total, and amount collected for the invoices grouped under the currency, invoice date, pay type combination.
- **XXX totals for pay type (where XXX is the currency code):** the totals in the alternate currency for merchandise, freight, additional freight, tax, handling, additional charges, invoice total, and amount collected for the invoices grouped under the currency, invoice date, pay type combination. This field prints only for invoices associated with an alternate currency.

*CWDirect 18.0*

- **totals for pay plan type:** the totals in the local currency for merchandise, freight, additional freight, tax, handling, additional charges, invoice total, and amount collected for the invoices grouped under the currency, invoice date, payment plan combination.
- **XXX total for pay plan type (where XXX is the currency code):** the totals in the alternate currency for merchandise, freight, additional freight, tax, handling, additional charges, invoice total, and amount collected for the invoices grouped under the currency, invoice date, payment plan combination. This field prints only for invoices associated with an alternate currency.
- **total for date:** the totals in the local currency for merchandise, freight, additional freight, tax, handling, additional charges, invoice total, and amount collected for the invoices grouped under the currency, invoice date combination.
- **XXX total for date (where XXX is the currency code):** the totals in the alternate currency for merchandise, freight, additional freight, tax, handling, additional charges, invoice total, and amount collected for the invoices grouped under the currency, invoice date combination. This field prints only for invoices associated with an alternate currency.
- **grand total:** the totals in the local currency for merchandise, freight, additional freight, tax, handling, additional charges, invoice total, and amount collected for the invoices across all currencies, invoice dates, payment plans, and pay types. A grand total in the alternate currency does not print on this report.

## Backorder Report by Descending Dollars by Entity/Warehouse

**How to print:** Select the *By entity/whse* field and optionally an entity code in the *Entity* field at the Backorder Report by Descending Dollars Screen (PBOD) and select **Accept**.

---

CWDirect Rel 4.0                      Backorder Report by Descending DollarsKLETENDRE CSR1173                      3/09/00 11:50:37 Page                      1

KAL Co.

BY ENTITY/WAREHOUSE  
OFFER FOR PRICING : BOD  
110 - WAREHOUSE 110

Item #	SKU	Description	Qty on B/O	Unused Qty on P/O	PO Exp Date	Qty on Hand	Qty on Reserve	Selling Price	Cost
PBODSKU	RED WMNS SMLL	BO BY DESCENDING DO	5	15	3/10/00	2	2	150.00	125.00
PBOD		BO BY DESCENDING DO	2	8	3/10/00	1	1	44.00	30.00
PBODSKU	BLUE WMNS SMLL	BO BY DESCENDING DO	1	49	3/10/00	9	9	30.00	25.00
Total Warehouse			8	72		12	12	224.00	180.00
Total Entity			8	72		12	12	224.00	180.00
Total number of Orders on B/O -			5						
Grand Total			8	72		12	12	224.00	180.00

---

### Contents:

- **Selected report:** the report you selected at the Backorder Report by Descending Dollars screen. You can select:
  - **By entity/warehouse:** you **selected** the *By entity/whse* field. This report sorts in entity/warehouse/item/descending dollars sequence and displays backordered order detail lines for each entity.
  - **By division/warehouse:** you **selected** the *By division/whse* field. This report sorts in division/warehouse/item/descending dollars sequence and displays backordered order detail lines for each division.
  - **By offer/warehouse:** you **selected** the *By offer/whse* field. This report sorts in offer/warehouse/item/descending dollars sequence and displays backordered order detail lines for each offer.
  - **By warehouse:** you **selected** the *By warehouse* field. This report sorts in warehouse/item/descending dollars sequence and displays backordered order detail lines for each warehouse.
- **Offer for pricing:** the offer you entered in the *Select offer for pricing* field. This is the offer the system uses to determine the selling price that prints on this report.
  - If the item is non-SKU'd, the system uses the price defined in the Item Price file.

## CWDirect 18.0

- If the item contains SKUs, the system uses the price defined in the SKU Price file.
- If a price has not been defined in the SKU Price file for the SKU'd item, the system uses the price in the Item Price file.
- If a price has not been defined for the Item Price file or SKU Price file, for example with components of a set, the system leaves the price blank.
- **Selected Entity, Division, or Offer:** the entity, division, or offer that contains backordered order detail lines. The system uses the source code on the order header to determine the entity, division, or offer where the order detail lines are backordered.
  - **Entity** prints if you selected the [Backorder Report by Descending Dollars by Entity/Warehouse](#).
  - **Division** prints if you selected the [Backorder Report by Descending Dollars by Division/Warehouse](#).
  - **Offer** prints if you selected the [Backorder Report by Descending Dollars by Offer/Warehouse](#).
- **Warehouse:** the code for the warehouse where order detail lines are backordered. The system looks at the backorder warehouse in the Order Detail file to determine the warehouse where the order detail lines are backordered.
- **Item:** the code of the item that is on backorder in the entity and warehouse defined.
- **SKU:** the SKU of the item that is on backorder.
- **Description:** the first 19 positions of the description of the item that is on backorder.
- **Quantity on backorder:** the quantity of the item that is on backorder for the selection criteria you defined. The system uses this calculation to determine the backorder quantity:

quantity ordered - quantity shipped - quantity cancelled - quantity soldout - quantity reserved = quantity on backorder

**Note:** The calculation to determine the quantity on backorder does not include drop ship items or items with a future arrival date.

- **Unused quantity on purchase order:** the purchase order quantity that has not been applied to order detail lines on backorder. For example, if the purchase order quantity is 10 and you have 2 backordered order detail lines, the unused purchase order quantity is 8. To get the most up-to-date unused quantity on purchase orders, you should run Batch PO Layering before generating this report.

## CWDirect 18.0

- **Purchase order expected date:** the date the next purchase order is expected to be received. The system uses the closest future due date to today that will cover the backorder quantity, based on the information in the PO Layering file. If a future purchase order due date is not available, the system uses the purchase order date in the past that is closest to the current date.
- **Quantity on hand:** the total on hand quantity for the item in the warehouse defined.
- **Quantity on reserve:** the total reserved quantity for the item in the warehouse defined.
- **Selling price:** the total selling price of the backordered items in the offer defined. For example, if the price for the item in the specified offer is 22.00 and 2 order detail lines are backordered, the total selling price is 44.00.

**Note:** The actual selling price used on an order detail line may differ from the selling price defined for the offer, for example the order entry operator may manually change the selling price on the order detail line.

- **Cost:** The total cost of the backordered items. The system uses the value defined in the *Costing Method (A25)* system control value to determine which *Cost* field (average, standard, or FIFO) to use from the SKU file. For example, if the cost of the item is 15.00 and 2 order detail lines are backordered, the total cost is 30.00.

`cost x backorder quantity = total cost`

- **Total warehouse:** the totals for the order detail lines associated with the warehouse.
  - quantity on backorder
  - unused quantity on purchase order
  - quantity on hand
  - quantity on reserve
  - selling price
  - cost
- **Total entity:** the totals for the order detail lines associated with the entity. This total only prints for the [Backorder Report by Descending Dollars by Entity/Warehouse](#).
  - quantity on backorder
  - unused quantity on purchase order

CWDirect 18.0

- quantity on hand
- quantity on reserve
- selling price
- cost
- **Total division:** the totals for the order detail lines associated with the division. This total only prints for the [Backorder Report by Descending Dollars by Division/Warehouse](#).
  - quantity on backorder
  - unused quantity on purchase order
  - quantity on hand
  - quantity on reserve
  - selling price
  - cost
- **Total offer:** the totals for the order detail lines associated with the offer. This total only prints for the [Backorder Report by Descending Dollars by Offer/Warehouse](#).
  - quantity on backorder
  - unused quantity on purchase order
  - quantity on hand
  - quantity on reserve
  - selling price
  - cost
- **Total number of orders on backorder:** the total number of orders that have at least one order detail line on backorder for the selection criteria defined.
- **Grand total:** the totals for the order detail lines across all selection criteria on this report.
  - quantity on backorder
  - unused quantity on purchase order

*CWDirect 18.0*

- quantity on hand
- quantity on reserve
- selling price
- cost

## Backorder Report by Descending Dollars by Division/Warehouse

**How to print:** Select the *By division/whse* field and optionally a division code in the *Division* field at the Backorder Report by Descending Dollars Screen (**PBOD**) and select **Accept**.

---

CWDirect Rel 4.0                      Backorder Report by Descending Dollars KLETENDRE CSR1169                      3/09/00 14:47:12 Page                      1

KAL Co.

BY DIVISION/WAREHOUSE  
 OFFER FOR PRICING : BOD  
 55 - DIVISION FOR ENTITY 555  
 70 - WAREHOUSE 70

Item #	SKU	Description	Qty on B/O	Unused Qty on P/O	PO Exp Date	Qty on Hand	Qty on Reserve	Selling Price	Cost
SNORK89		SNORKEL TUBE	50	0		150	150	380.00	250.00
COOL65		COLLAPSIBLE BACKPAC	51	0		150	150	545.00	510.00
Total Warehouse			101			300	300	925.00	760.00
100 - WAREHOUSE 100									
Item #	SKU	Description	Qty on B/O	Unused Qty on P/O	PO Exp Date	Qty on Hand	Qty on Reserve	Selling Price	Cost
BUN76		FUZZY BUNNY	4	4	3/04/99	2	2	62.00	57.00
MARK01		MARKER HIGHLIGHT	1	0		0	0	15.00	10.00
Total Warehouse			5	4		2	2	77.00	67.00
110 - WAREHOUSE 110									
Item #	SKU	Description	Qty on B/O	Unused Qty on P/O	PO Exp Date	Qty on Hand	Qty on Reserve	Selling Price	Cost
PBODS74	RED WMNS SMLL BO BY DESCENDING DO		5	15	3/10/00	2	2	150.00	125.00
PBO3	BO BY DESCENDING DO		2	8	3/10/00	1	1	44.00	30.00
PBODS75	BLUE WMNS SMLL BO BY DESCENDING DO		1	49	3/10/00	9	9	30.00	25.00
Total Warehouse			8	72		12	12	224.00	180.00
Total Division			114	76		314	314	1226.00	1007.00
Total number of Orders on B/O -			35						
Grand Total			114	76		314	314	1226.00	1007.00

---

**Contents:** See [Backorder Report by Descending Dollars by Entity/Warehouse](#) for a description of the contents of this report.

## Backorder Report by Descending Dollars by Offer/Warehouse

**How to print:** Select the *By offer/whse* field and optionally an offer code in the *Offer* field at the Backorder Report by Descending Dollars Screen (**PBOD**) and select **Accept**.

---

CWDirect Rel 4.0                      Backorder Report by Descending DollarsKLETENDRE CSR1170                      3/09/00 11:48:59 Page                      1

KAL Co.

BY OFFER/WAREHOUSE  
 OFFER FOR PRICING : BOD  
 BOD - BACKORDER REPORT BY DESC \$  
 40 - WAREHOUSE 40

Item #	SKU	Description	Qty on B/O	Unused Qty on P/O	PO Exp Date	Qty on Hand	Qty on Reserve	Selling Price	Cost
PBOD		BO BY DESCENDING DO	1	0		0	0	22.00	15.00
Total Warehouse			1					22.00	15.00

110 - WAREHOUSE 110

Item #	SKU	Description	Qty on B/O	Unused Qty on P/O	PO Exp Date	Qty on Hand	Qty on Reserve	Selling Price	Cost
PBODSKU	RED WMNS SMLL	BO BY DESCENDING DO	5	15	3/10/00	2	2	150.00	125.00
PBOD		BO BY DESCENDING DO	2	8	3/10/00	1	1	44.00	30.00
PBODSKU	BLUE WMNS SMLL	BO BY DESCENDING DO	1	49	3/10/00	9	9	30.00	25.00
Total Warehouse			8	72		12	12	224.00	180.00
Total Offer			9	72		12	12	246.00	195.00
Total number of Orders on B/O -			3						
Grand Total			9	72		12	12	246.00	195.00

---

**Contents:** See [Backorder Report by Descending Dollars by Entity/Warehouse](#) for a description of the contents of this report.

## Backorder Report by Descending Dollars by Warehouse

**How to print:** Select the *By warehouse* field and optionally a warehouse code in the *Warehouse* field at the Backorder Report by Descending Dollars Screen (**PBOD**) and select **Accept**.

---

CWDirect Rel 4.0                      Backorder Report by Descending DollarsKLETENDRE CSR1171                      3/09/00 11:52:12 Page                      1

KAL Co.

BY WAREHOUSE  
OFFER FOR PRICING : BOD  
110 - WAREHOUSE 110

Item #	SKU	Description	Qty on B/O	Unused Qty on P/O	PO Exp Date	Qty on Hand	Qty on Reserve	Selling Price	Cost
PBODSKU	RED WMNS SMLL BO BY	DESCENDING DO	5	15	3/10/00	2	2	150.00	125.
PBOD		BO BY DESCENDING DO	2	8	3/10/00	1	1	44.00	30.
PBODSKU	BLUE WMNS SMLL BO BY	DESCENDING DO	1	49	3/10/00	9	9	30.00	25.
Total Warehouse			8	72		12	12	224.00	180.
Total number of Orders on B/O -			2						
Grand Total			8	72		12	12	224.00	180.

---

**Contents:** See [Backorder Report by Descending Dollars by Entity/Warehouse](#) for a description of the contents of this report.

## Fulfillment Operations Control Report

**Purpose:** Use this report to review the flow of Fulfillment orders (orders that match the *Fulfillment Order Type (J36)* system control value) from entry through shipment for a period of time.

This report is broken into separate areas of information:

- **order control:** beginning order totals and ending order totals
- **shipment summary:** shipped totals
- **open order summary:** open/held order totals, open/held backordered totals, open/held printed totals, and open/held reserved/unprinted totals
- **general operational summaries:** pending picks totals, backordered items totals, suspended orders

### Important:

- **Drop ship items** update the totals on this report as well as items that you ship from your warehouse.
- **Non-inventory items:** The setting of the *Demand Update for Non-Inventoried Items (E59)* system control value does not affect how the system calculates these totals; non-inventory items update each total regardless of this setting.
- **Update demand for order maintenance:** The setting of the *Update Demand for Order Maintenance Transactions (C72)* system control value does not affect how the system calculates these totals.

You can also review these totals through the Operations Control Summary menu option (**FLSH**).

**How to print:** If there is an order type specified in the *Fulfillment Order Type (J36)* system control value:

- select **Update current totals** at the First Operations Control Summary Screen, Display Operations Control Summary Screen, Merchandising Control Summary Screen, or the Operations Control - Fulfillment Orders Screen in the Operations Control Summary (**FLSH**) menu option
- submit the related order summary periodic function (**PFR0062**).

CWDirect 18.0

**Note:** The submitted job also generates the [Operations Control Report](#).

CWDirect Rel 10.0 Fulfillment Operations Control Report EKAPLAN MSR1489 4/26/06 12:02:42 Page 1  
EZK Mail Order

From: 4/26/06 To: 4/26/06

	# Orders	# Units	Merch \$
Beginning Open Order Balance:	551	2,096	30,833.15
Gross demand:	13	65	370.00
Cancelled:	3	27	154.00
Closed/Sold Out:	5	5	221.93
Shipped:	42	86	1,910.21
Ending Open Order Balance:	514	2,043	28,917.01
<hr/>			
Shipped:	42	86	1,910.21

	----- Backordered -----			----- Printed -----		---- Reserved/Unprinted ----	
	# Orders	# Units	Merch \$	# Units	Merch \$	# Units	Merch \$
Open:	142	59	1,024.60	335	4,090.29	12	120.00
Held:	372	331	6,781.44	573	5,646.92	733	11,253.76
	-----	-----	-----	-----	-----	-----	-----
	514	390	7,806.04	908	9,737.21	745	11,373.76
		#	# Units		Merch \$		
Suspended orders:		7	16		166.92		
Pending picks:			908		9,737.21		
Backordered Items:			390		7,806.04		

**Contents:**

- **Date range:** Dates included in the report. If you generated the report at the through the periodic function, both dates should represent the generation date; if you generated the report at one of the Operations Control Summary screens, both dates are the current date.

**Important:** The dollar totals are based on the actual selling price of merchandise on Fulfillment orders if the *Update Fulfillment Operations Control Totals with Offer Price (J46)* system control value is **unselected**; otherwise, the dollar totals are based on the regular, single-unit offer prices. See that system control value for more information.

**Order control:** The number of orders, number of units, and total merchandise dollar value for open Fulfillment orders. The system breaks down these totals by gross demand, add on demand, cancelled orders, closed/soldout orders, and shipped orders.

## CWDirect 18.0

- **Beginning open order balance:** The number of Fulfillment orders, number of units, and merchandise dollars for the beginning transaction date of this report.
  - **number of orders:** The total number of open and held Fulfillment orders as of the beginning transaction date. Calculated from the Fulfillment Order Control Summary file totals:  $\text{open orders number} + \text{held orders number} + \text{orders cancelled number} + \text{orders soldout/closed number} + \text{orders shipped number} - \text{orders entered number} = \text{beginning number of orders}$ .
  - **number of units:** The total number of units on open and held Fulfillment orders as of the beginning transaction date. Calculated from the Fulfillment Order Control Summary file totals:  $\text{open backordered quantity} + \text{open printed quantity} + \text{open unprinted quantity} + \text{held backordered quantity} + \text{held printed quantity} + \text{held unprinted quantity} + \text{add on demand} + \text{quantity cancelled} + \text{quantity soldout} + \text{quantity shipped} - \text{quantity ordered} = \text{beginning number of units}$ .
  - **merchandise dollars:** The merchandise dollar total of open and held orders as of the beginning transaction date. Calculated from the Fulfillment Order Control Summary file totals:  $\text{open backordered dollars} + \text{open printed dollars} + \text{open unprinted dollars} + \text{held backordered dollars} + \text{held printed dollars} + \text{held unprinted dollars} + \text{add on demand dollars} + \text{orders cancelled dollars} + \text{orders soldout dollars} + \text{orders shipped dollars} - \text{orders entered dollars} = \text{beginning merchandise dollars}$ .
  - From the *Orders entered dollars* in the Fulfillment Order Control Summary file for the beginning transaction date.

The beginning open order balance is then broken out by:

- **Gross demand:** The number of orders, number of units, and merchandise dollars for Fulfillment orders entered for the selected date range. These order totals reflect initial order entry only.
  - **number of orders:** The total number of orders entered for the selected date range. From the *Orders entered number* in the Fulfillment Order Control Summary file.
  - **number of units:** The total number of units on new orders. From the *Quantity ordered* in the Fulfillment Order Control Summary file.
  - **merchandise dollars:** The merchandise dollar total on new orders. From the *Orders entered dollars* in the Fulfillment Order Control Summary file.
- **Cancelled:** The number of orders, number of units, and merchandise dollars for Fulfillment orders cancelled for the selected date range. These totals include orders, items, or merchandise dollars only if the *Reduce demand?* flag for the cancel reason is **unselected**.

## CWDirect 18.0

- **number of orders:** The number of Fulfillment orders cancelled (orders in **Cancelled** status; all order lines have been cancelled). From the *Orders cancelled number* in the Fulfillment Order Control Summary file.
- **number of units:** The number of units cancelled. From the *Quantity cancelled* in the Fulfillment Order Control Summary file.
- **merchandise dollars:** The merchandise dollar total of cancelled items. From the *Orders cancelled dollars* in the Fulfillment Order Control Summary file.
- **Closed/soldout:** The number of orders, number of units, and merchandise dollars for Fulfillment orders soldout for the selected date range. The system considers an order line sold out if you process soldout order lines in order entry, order maintenance, or the Process Auto Soldouts Cancellations (**MASO**) menu option, or you cancel order lines with a cancel reason whose *Reduce demand?* flag is selected. However, the system updates only soldout orders and does **not** update soldout units, soldout dollars, cancelled orders, cancelled units, or cancelled dollars for these order lines.
  - **number of orders:** The total number of soldout Fulfillment orders, including orders for which all order lines are sold out, or at least one order line is sold out and all other order lines have been cancelled using any cancel reason code. This does not include order lines that are sold out if other order lines exist on the order that are not sold out or cancelled. From the *Orders soldout/closed number* in the Fulfillment Order Control Summary file.
  - **number of units:** The total number of sold out units. From the *Quantity soldout* in the Fulfillment Order Control Summary file.
  - **merchandise dollars:** The merchandise dollar total of sold out items. From the *Orders soldout dollars* in the Fulfillment Order Control Summary file.
- **Shipped:** The number of orders, number of units, and merchandise dollars for Fulfillment orders shipped for the selected date.
  - **number of orders:** The total number of shipped Fulfillment orders. From the *Orders shipped number* in the Fulfillment Order Control Summary file. The setting of the *Order Control Summary Shipment Update Method (155)* system control value determines how the system updates the # *Orders shipped* in the Order Control Summary file; if this system control value is not set to **ORDERS**, the will not provide an accurate day by day audit of order shipment activity.
  - **number of units:** The total number of shipped units, including shipped units confirmed and gift certificates processed at pick slip generation. From the *Quantity shipped* in the Fulfillment Order Control Summary file.
  - **merchandise dollars:** The merchandise dollar total of shipped items, including shipments confirmed and gift certificates processed at pick slip generation. From the *Orders shipped dollars* in the Fulfillment Order Control Summary file.
- **Ending open order balance:** The number of Fulfillment orders, units, and total merchandise dollar value for the selected date.

## CWDirect 18.0

- **number of orders:** The number of open and held Fulfillment orders as of the selected. Calculated from the Fulfillment Order Control Summary file totals:  $\text{open orders number} + \text{held orders number} = \text{ending number of orders}$ .
- **number of units:** The number of units on open and held orders as of the selected date. Calculated from the Order Control Summary file totals:  $\text{Open backordered quantity} + \text{Open printed quantity} + \text{Open unprinted quantity} + \text{Held backordered quantity} + \text{Held printed quantity} + \text{Held unprinted quantity} = \text{ending number of units}$ .
- **merchandise dollars:** The merchandise dollar total on open and held orders as of the ending transaction date. Calculated from the Order Control Summary file totals:  $\text{open backordered dollars} + \text{open printed dollars} + \text{open unprinted dollars} + \text{held backordered dollars} + \text{held printed dollars} + \text{held unprinted dollars} = \text{ending merchandise dollars}$ .

**Shipment summary:** The number of Fulfillment orders, number of units, and total merchandise dollar value for shipments.

- **Shipped:** The number of Fulfillment orders, number of units, and merchandise dollars for orders shipped for the selected date.
  - **number of orders:** The total number of shipped Fulfillment orders. A single order with multiple pick slips (for example, for ship alone items) updates the total by 1. An order with multiple ship-tos updates the total by the number of ship-tos. For example, an order with 2 ship-to addresses updates the total by 2. This does not include gift certificates processed at pick slip generation. From the *Orders shipped number* in the Fulfillment Order Control Summary file.
  - **number of units:** The total number of shipped units, including shipped units confirmed and gift certificates processed at pick slip generation. From the *Quantity shipped* in the Fulfillment Order Control Summary file.
  - **merchandise dollars:** The merchandise dollar total of shipped items, including shipments confirmed and gift certificates processed at pick slip generation. From the *Orders shipped dollars* in the Fulfillment Order Control Summary file.

**Open order summary:** The number of Fulfillment orders, number of units, and total merchandise dollar value for backordered orders, printed orders, and reserved/unprinted orders as of the date and time you generated the report. The system provides totals by open orders, held orders, and open and held orders.

- **Open:** Open Fulfillment order totals as of the date on the report, broken out by:
  - **open number of orders:** The total number of Fulfillment orders in an open status. From the *Open orders number* in the Fulfillment Order Control Summary file.
  - **open backordered number of units:** The total number of units on backorder that are on open Fulfillment orders. From the *Quantity backordered* in the Fulfillment Order Control Summary file.

## CWDirect 18.0

- **open backordered merchandise dollars:** The total merchandise dollars of units on backorder that are on open Fulfillment orders. From the *Open backordered dollars* in the Fulfillment Order Control Summary file.
- **open printed on pick slips number of units:** The total number of printed units on open Fulfillment orders. From the *Open printed quantity* in the Fulfillment Order Control Summary file.
- **open printed on pick slips merchandise dollar total:** The total merchandise dollars of printed units on open Fulfillment orders. From the *Open printed dollars* in the Fulfillment Order Control Summary file.
- **open reserved/unprinted number of units:** The total number of reserved units on open Fulfillment orders. From the *Open unprinted quantity* in the Fulfillment Order Control Summary file.
- **open reserved/unprinted merchandise dollar total:** The total merchandise dollars of reserved units on open Fulfillment orders. From the *Open unprinted dollars* in the Fulfillment Order Control Summary file.
- **Held:** Held order totals as of the date on the report, broken out by:
  - **held number of orders:** The total number of Fulfillment orders in a held status. From the *Held orders number* in the Fulfillment Order Control Summary file.
  - **held backordered number of units:** The total number of units on backorder that are on held Fulfillment orders. From the *Quantity held backordered* in the Fulfillment Order Control Summary file.
  - **held backordered merchandise dollar total:** the total merchandise dollars of units on backorder that are on held Fulfillment orders. From the *Held backordered dollars* in the Fulfillment Order Control Summary file.
  - **held printed on pick slips number of units:** The total number of printed units on held Fulfillment orders. From the *Held printed quantity* in the Fulfillment Order Control Summary file.
  - **held printed on pick slips merchandise dollar total:** The total merchandise dollars of printed units on held Fulfillment orders. From the *Held printed dollars* in the Fulfillment Order Control Summary file.
  - **held reserved/unprinted number of units:** The total number of reserved units on held Fulfillment orders. From the *Held unprinted quantity* in the Fulfillment Order Control Summary file.
  - **held reserved/unprinted merchandise dollar total:** The total merchandise dollars of reserved units on held Fulfillment orders. From the *Held unprinted dollars* in the Fulfillment Order Control Summary file.

**General operational summaries:** The number of orders, number of units, and total merchandise dollar value for suspended orders, pending pick slips, and backordered items.

## CWDirect 18.0

- **Suspended orders:** Total number of suspended Fulfillment orders, suspended units, and total dollar value of suspended orders, regardless of whether the order is batched.
  - **number:** The total number of Fulfillment orders in a suspended status. From the *Orders suspended number* in the Fulfillment Order Control Summary file.
  - **number of units:** The total number of suspended units, including units on backorder or on a held order lines. This does not include soldout units. From the *Orders suspended quantity* in the Fulfillment Order Control Summary file.
  - **merchandise dollars:** The merchandise dollar total of suspended Fulfillment orders, including units on backorder or on held order lines. This does not include merchandise dollars for soldout units. From the *Orders suspended dollars* in the Fulfillment Order Control Summary file.
- **Pending picks:** The number of pending pick slips, number of units on pending pick slips, and merchandise dollars for pending pick slips for Fulfillment orders. Pending pick slips are pick slips that have not yet been billed or voided. The system increases the pending pick slip number, units, and dollars for drop ship orders if the drop ship output defined for the vendor is drop ship pick slip; if the drop ship output defined for the vendor is drop ship purchase order or collaborative shipping, the system only increases the total units and total dollars pending and does not increase the total number pending.
  - **number:** The total number of pick slips pending. From the *Pending picks number* in the Order Control Summary file.
  - **number of units:** The total number of units on pending pick slips. This is the total of the *Open printed quantity* and *Held printed quantity* in the Fulfillment Order Control Summary file.
  - **merchandise dollars:** The merchandise dollar total of items on pending pick slips. This is the total of the *Open printed dollars* and *Held printed dollars* in the Fulfillment Order Control Summary file.
- **Backordered items:** The number of items on backorder, number of units on backorder, and merchandise dollars of backordered items for Fulfillment orders.
  - **number of units:** The total number of units on backorder across items. The total of the *Open backordered quantity* and *Held backordered quantity* from the Fulfillment Order Control Summary file.
  - **merchandise dollars:** The merchandise dollar total for items on backorder. The total of the *Open backordered dollars* and *Held backordered dollars* from the Fulfillment Order Control Summary file.

## Credit Card Order Cancellation List

This report sorts by the hold reason code associated with the vendor response code that caused the order to be flagged for cancellation. If the order was flagged for cancellation because the total number of declines reached the number defined in the *Maximum Number of Retries on Credit Card Orders (E74)* system control value, the order is listed under a hold reason code of **AT**. You can create a unique hold reason code for each vendor response for descriptive and sorting purposes.

**How to print:** Complete the Cancel Credit Card Order Cancellation Screen (**WCCC**).

---

CWDirect Rel 2.1 Credit Card Order Cancellation List ELISE\_K CSR0823 7/18/97 8:38:21 Page 1

EZK Mail Order

Order #	Customer Name	Total \$
Reason Code: CF CREDIT CARD FRAUD		
Cancel Date: 7/18/97		
3814	MS. HANNAH E BROWN	49.95
# of Orders canceled		Total \$ Orders Cancelled
1		49.95
Reason Code: IC INVALID CREDIT CARD NUMBER		
Cancel Date: 7/18/97		
3821	MR. PETER W VAN VOORHIS	35.00
3822	MRS ROSE A KAPLAN	35.00
# of Orders canceled		Total \$ Orders Cancelled
2		70.00

---

### Contents:

- hold reason code associated with the vendor response, description
- cancel date
- order number
- customer name
- total merchandise dollars canceled on the order
- total number of orders canceled for the hold reason code
- total merchandise dollars canceled for the hold reason code

## Hold Orders by Zip Report

**Purpose:** Use this report to review open orders whose shipping addresses are in a specified zip code and, optionally, use a specified ship via. This report indicates whether the orders were put on hold, and the selected hold reason code.

**How to print:** Complete the Held Orders by Zip screen (**HZIP**).

---

CWDirect	Rel 9.5	Hold Orders By Zip	EKAPLAN	OER1430	11/04/05 17:19:14	Page	1
		EZK Mail Order					
Selected zips . . :	70113 70112 70100 70114 70115						
	70116 70117 70118 70119						
User hold reason :	KT NATURAL DISASTER						
Ship via . . . . :	1 A SHIP VIA						

Order#	Ord Date	Arr Date	Pty	Open Balance	Ln	Via	Ship To City	Zip	Action
11571 -	1 10/04/05	10/04/05	0	83.73	2	1	NEW ORLEANS	70113	HELD
11572 -	1 10/04/05	10/04/05	0	78.23	1	1	NEW ORLEANS	70113	HELD
11573 -	1 10/04/05	10/04/05	0	17.73	2	1	NEW ORLEANS	70100	HELD
11574 -	1 10/04/05	10/04/05	0	83.73	1	1	NEW ORLEANS	70112	HELD
11575 -	2 10/04/05	10/04/05	0	221.23	2	1	NEW ORLEANS	70114	HELD
Total orders/open balance				5	484.65				

---

### Contents:

- Selected zip codes: The zip code(s) you specified at the Held Orders by Zip screen. You can enter up to ten zip codes at a time.
- User hold reason: The hold reason code, if any, that you specified at the Held Orders by Zip screen in order to put the selected orders on hold. The description is listed to the right.
- Ship via: The ship via, if any, that you specified at the Held Orders by Zip screen in order to restrict selected orders to those that use this shipping method. The description is listed to the right.
- For each order:
  - order number and ship-to
  - order date
  - arrival date
  - priority

*CWDirect 18.0*

- open balance: includes freight, additional freight, handling, tax, and other charges.
- number of order lines
- ship via code
- ship to city
- postal code
- action: indicates if the order was held.
- totals:
  - total number of orders that matched the criteria you entered at the Held Orders by Zip screen.
  - total dollar value of selected orders, including any freight, additional freight, handling, tax, and other charges.

## Call Tag

**How to print:** Complete the Process Call Tags Screen (**MCTG**).

---

Tag#: 87 6/01/95

PICKUP FROM

GEORGE WEBBER

280 MAIN STREET

SHREWSBURY MA 01545-2337 USA

Ord#: 5328 - 1 Wgt: 2.000

SHIP TO

MAIN WAREHOUSE

THE COTTON COMPANY CATALOG

10 OLD CONNECTICUT PATH

FRAMINGHAM MA 01701-1039 USA

---

### Contents:

- Call tag number
- Date the call tag was processed (printed)
- Address where the shipper should pick up the package being returned
- Order number associated with the item being returned
- Cumulative weight of the items being returned

**Note:** Item weight is defined in the *Shipping weight* field in the Item or Item/SKU file. If no weight is defined for the item, the system uses the *Default Weight for Call Tags (D50)* system control value.

*CWDirect 18.0*

- Address where the shipper should return the item

## Call Tag Register

**How to print:** Complete the Process Call Tags Screen (**MCTG**) with the *Print register only* field **unselected**.

---

CWDirect Rel 1.1                      Call Tag Register                      LEE\_H    CSR0492    6/01/95 9:58:36 Page    1  
 REGISTER AND CALL TAGS              CWDIRECT COMPANY

Order#	Call Tag#	Req Date	Weight	Pick Up	Address
5425 - 001	76	5/10/95	2.000	PAUL	PRIMIANO
					35 WILLIS DRIVE
					CUMBERLAND                      RI 02864-2024 USA

Item#	SKU	Description	Qty
BELT		LEATHER BELT	1

---

5324 - 001	78	5/31/95	2.000	JANE	COTTER
					COMMERCIALWARE, INC.
					470 WASHINGTON ST
					NORWOOD                      MA 02062-2337 USA

Item#	SKU	Description	Qty
BELT		LEATHER BELT	1

---

### Contents:

- Order number associated with the item being picked up
- Number assigned to the shipping address on the order
- Call tag number
- Date when you processed the call tags
- Combined weight of the items to pick up

**Note:** Item weight is defined in the *Shipping weight* field in the Item or Item/SKU file. If no weight is defined for the item, the system uses the *Default Weight for Call Tags (D50)* system control value.

- Address to pick up the item
- Item code and SKU, if any

*CWDirect 18.0*

- Description associated with the item
- Quantity of the item to pick up

## Batch Release Summary Report

This report lists the orders associated with the credits released and the dollar amount of each credit. The Batch Release Summary report sorts by line of business, order number, ship to number, and invoice number.

**How to print:** You can print this report by selecting **Process** at the Process Credits by Line of Business Screen (**MCLB**).

---

CWDirect Rel 4.0 Batch Release Summary KLETENDRE CSR1124 8/31/99 14:03:51 Page 1  
 KAL Co.  
 Line of Business: 2 ENTITY 555, DIVISION 55, OFFER B01  
 Amount to Credit: .00

Order #	Ship To	Invoice #	Credit \$
3502	1	523	84.00
3503	1	524	84.00
Total Orders: 2			
Total \$ for Line of Business 2			168.00

---

### Contents:

- Line of business code and description (this is the line of business you defined at the Process Credits by Line of Business screen)
- Amount to credit (this is the dollar amount you defined at the Process Credits by Line of Business screen)
- Order number
- Ship to number
- Invoice number
- Credit dollar amount
- Total orders for line of business
- Total dollar amount for line of business

## Refund Due List

**How to print:** Complete the Print Refund Due List Screen (MRDU).

CWDirect Rel 3.0		Refund Due List by Order#				KLETENDRE CSR0366		8/18/98 15:16:52 Page 1				
The KL Mail Order Company												
Order#	Typ	Sts	Amount	Ref	Man	Hold	PT	D	Customer#	Sold To	Phone #	Current Action
				Date	Hld	Until	I			Net W/O\$		
651 - 001	K	W	.60-	12697	N		1		12523			W/O will be processed.
695 - 001	M	N	10.00	80697	N		10		12541			Refund will be cancelled
697 - 001	M	N	1.05	61897	N		12		12541			Refund will be cancelled
698 - 001	M	N	3.95-	61897	N		12		12544	{508}	820-4789	Refund will be cancelled
699 - 001	M	N	4.95-	61897	N		12		12543	{413}	592-2443	Refund will be cancelled
701 - 001	M	N	25.00	80697	N		12		12534			Refund will be cancelled
702 - 001	M	N	93.95-	61897	N		12		12542	{617}	389-3177	Refund will be cancelled
703 - 001	M	N	.05	61897	N		12		12535	{413}	782-7520	Refund will be cancelled
704 - 001	M	N	5.50	61897	N		12		12539	{413}	732-1972	Refund will be cancelled
705 - 001	M	N	.05	61897	N		12		12537	{413}	596-0224	Refund will be cancelled
706 - 001	M	N	2.45-	61897	N		12		12519			Refund will be cancelled
967 - 001	K	W	.50-	112797	N		1		12541			W/O will be processed.
1218 - 001	K	H	21.00-	70198	N		1	D	12602			Order Header is on hold
1046 - 001	K	H	134.19-	40798	N		1		12541			Order Header is on hold
1202 - 002	K	H	46.00-	62698	N		1		12602			Order Header is on hold
1237 - 001	K	W	46.00	80698	N		1	I	12572	23.00	429-3197	
1248 - 001	K	H	21.00-	80798	N		1	D	12607			Order Header is on hold
1576 - 002	K	H	13.60	81498	N		1		12689			Order Header is on hold
1577 - 002	K	H	13.60	81498	N		1	I	12689			Order Header is on hold
1577 - 002	K	H	.70	81498	N		1	I	12689			Order Header is on hold
1578 - 002	K	H	.20	81498	N		1	D	12558			Order Header is on hold
Final totals	*****	Check	*****	** Credit Card **	*****	Coupon	*****	*** A/R Credit ***	*****	Total	*****	
Held	8	194.09-	0	0	0	0	0	0	8	194.09-		
Open	0	0	0	0	0	0	0	0	0	0		
Cancel	0	0	0	0	11	44.20-	0	0	11	44.20-		
Writeoff	24	967.10	0	0	0	0	0	0	24	967.10		

## How to Interpret this Report

### Bank

The *Refund Due List by Type* sorts refunds by bank; the *Refund Due List by Order Number* sorts refunds by bank only if you process orders in multiple currencies. If you process orders in multiple currencies, the bank code indicates the currency used on the order and

## CWDirect 18.0

to use for the refund. The bank code is linked to the division of the source code on the order. The default check number for refund checks is also defined in the Bank file.

The report includes subtotals by refund type and report totals for each bank in use on your system. If you do not process orders in multiple currencies, the bank code indicates the division and next check number only.

The dollar amount of each refund is presented on the *Refund Due List*, and throughout all functions related to refunds, in the currency on the order. The totals for each currency also appear on the report if you process orders in multiple currencies.

The *Multi Currency by Offer (E03)* system control value must be **selected** for you to process orders in multiple currencies.

### Refund Type

The *Refund Due List by Type* sorts refunds by the following refund types:

Refund Type	Description
<b>A</b>	Accounts receivable credit
<b>B</b>	Bonus credit
<b>C</b>	Credit card credit
<b>K</b>	Check
<b>M</b>	Merchandise credit
<b>S</b>	Sales credit

A page break separates each refund type on the report.

### Refund Status

## CWDirect 18.0

The report provides totals for each refund type broken out by the refund's pending status (the action to be taken on the order when you process refunds). Valid status types are:

<b>Refund Status</b>	<b>Description</b>
<b>H</b>	Held
<b>N</b>	Cancel pending
<b>O</b>	Open
<b>W</b>	Writeoff pending

### Payment Categories

The action taken on a refund depends on the payment category used on the order. The *Refund Due List* displays the payment category code for each refund record. Payment categories are:

<b>Payment Category</b>	<b>Description</b>
<b>1</b>	Cash/check
<b>2</b>	Credit card
<b>3</b>	Accounts receivable (A/R)
<b>4</b>	Cash-on-delivery (COD)
<b>5</b>	Coupon/credit

### Final Totals

Final totals by type and status appear for each bank. Merchandise credits, bonus credits and sale credits are included in the coupon type totals. If you process orders in multiple currencies, the total by bank specifies the currency.

### Contents:

### *CWDirect 18.0*

- order number
- refund type
- pending refund status (the status of the refund once you process refunds)
- refund amount: a positive amount represents a balance you owe the customer; a negative amount represents a balance the customer owes you
- refund date: indicates when the transaction producing the refund occurred
- manual hold: **selecting** this field indicates that you put this refund on hold manually or that the refund amount exceeded the maximum defined for the pay type
- hold until: the date when the system will release the refund for processing
- pay type used on the order
- payment plan defined on the order. **D** prints if the order contains a deferred payment plan; **I** prints if the order contains an installment payment plan.
- customer number. The number that appears here refers to the sold-to customer unless there is a bill-to customer associated with the order producing the refund; in this case, the bill-to customer number prints
- net writeoff amount accumulated for the customer. A positive amount represents a balance you owe the customer; a negative amount represents a balance the customer owes you. This is the writeoff amount for the sold-to customer for the order
- the sold-to or bill-to customer's phone number
- the action to be taken when the refund is processed

## Refund Check

**Purpose:** You might generate a refund check if a customer paid for an order by cash or check and if an item was sold out or backordered. The sample is based on the default refund check printing program of **CSR0836**. This sample includes a “dummy” check you can use to align the forms in the printer. Your check may appear different.

**How to print:** Complete the Process Refunds screen (**MREF**) with the *Generate refund checks* field **selected**.

---

```

Order# xxxxxxxx - xxx
XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
chk# xxxxxxxx                                amt xxxxxxxx.xx-
                                           xxxxxxxxxx
                                           xx/xx/xx   xx,xxx,xxx.xx-

XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
XXXXXXXXXXXXXXXXXXXX X XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX XX XXXXXXXXXXXXXXX
Order#      4315 - 001
We are sorry your recent order did not meet with your
satisfaction. Please think of us again for your future
shopping needs.
Chk#        86                                Amount: *****17.25
                                           86
                                           3/16/98   17.25

COMMERCIALWARE
GLORIA          MUNDI
10 SPEEN STREET
FRAMINGHAM      MA 01701
    
```

---

### Contents:

- **order number and ship-to number:** Refund checks that are generated from A/R credit open items, and that contain refund amounts for more than one order, will have an order number of **0 - 0**.

### CWDirect 18.0

- **order message:** Up to three lines of messages (flagged with a **C** at the Work with Order Messages screen. If you reprint a check, the same messages will appear on the reprint unless you change them through order messages.
- **check number:** Refund check number.
- **refund amount:** The amount of the refund.
- **refund check date:** the date the refund check was generated.
- **customer name and address:** The sold-to customer name and address prints here unless there is a bill-to customer associated with the order; in this case, the bill-to customer name and address prints. The address includes the customer's name, company, first three address lines, city, state, and postal code.

The system prints a “dummy” check (highlighted in the sample) before the first actual check to help you align refund checks in the printer.

**Note:** The refund amount is alphanumeric if the *Print Alpha \$ Amount on Refund Check (E30)* system control value is **selected**.

*CWDirect 18.0*

**order number and ship-to number:** Refund checks that are generated from A/R credit open items, and that contain refund amounts for more than one order, will have an order number of **0 - 0**.

## Refund Check Register

**How to print:** Complete the Process Refunds screen (**MREF**) with the *Generate refund checks* field **selected**.

Original	Current	Refund										
Check #	check #	Amount	Bonus%	Order#	Customer#	Name		Alt	Currency	Code	Reprin	
9	9	188.63	.00	5752 - 1	51	LETENDRE, ROBERT R		25212.00	JPY		N	
10	10	175.54	.00	5753 - 1	51	LETENDRE, ROBERT R		23463.00	JPY		N	
Final totals		364.17										

### Contents:

- **original check number**
- **current check number:** the current check number will differ from the original check number if you are reprinting checks.
- **refund amount:** the refund amount in the local currency (the currency defined in the *Local Currency Code (A55)* system control value).
- **bonus %:** if you are awarding the customer a bonus discount for applying the refund check to another order
- **order #:** the order number and ship to number associated with the refund check. Refund checks that are generated from A/R credit open items, and that contain refund amounts for more than one order, will have an order number of **0 - 0**.
- **customer #:** the sold-to customer number appears here unless there is a bill-to customer associated with the order; in this case, this is the bill-to customer number.
- **name:** the sold-to or bill-to customer name.
- **alternate currency amount:** the refund amount in the alternate currency. Included only if the *Use Alternate Currency Pricing (H89)* system control value is **selected**. CWDirect uses this calculation to determine the alternate currency amount:  $\text{refund amount} \times \text{conversion rate defined for the order in the Order Header Extended file} = \text{alternate currency amount}$ . If the *Decimalized currency* field for the alternate currency is **selected**, CWDirect includes the decimals in the alternate currency amount; if the *Decimalized currency* field is **unselected**, CWDirect rounds the alternate currency amount to the nearest

### CWDirect 18.0

whole unit of currency. For example, if the refund amount is 24.00 in the local currency and the conversion rate is 2.36, the alternate currency amount is 56.64. If the *Decimalized currency* field for the alternate currency is **unselected** the alternate currency amount is 57.00. This field remains blank if the refund is for an order in the local currency.

- **code:** the currency associated with the refund check. Included only if the *Use Alternate Currency Pricing (H89)* system control value is **selected**. This is the alternate currency defined for the order in the Order Header Extended file. Not included if the refund check is for the local currency (the currency code and conversion rate for the order is blank).
- **reprint:** a flag that indicates whether this is a reprinted check.
- **final totals:** the total amount for the refunds, across all refund checks. This final total is in the local currency.

## Refund Writeoff Register

**Purpose:** A writeoff can be a balance due that you are not collecting from the customer. For example, this may be a dollar amount that you will not try to collect because it is not worth the expense of contacting the customer, or a larger amount that you have tried but failed to collect. A writeoff can also be an amount that you owe the customer but are not refunding (for example, if the amount is too small for a refund check). Positive or negative writeoff balances accumulate for each customer, and you can apply this balance as a charge or credit on the customer's current order.

**How to print:** Complete the Process Refunds screen (**MREF**) with the *Process writeoffs* field **selected**.

Order#	Customer#	Name	Amount	Alt Currency	Code	Reprint
5754 - 1	44	LETENDRE, ROBERT R	95.55	12771.00	JPY	N
5755 - 1	44	LETENDRE, ROBERT R	95.55	12771.00	JPY	N
Final totals			191.10			

### Contents:

- **order number and ship-to number:** indicating the number of the shipping address on the order.
- **customer number:** the sold-to customer number appears here unless there is a bill-to customer associated with the order; in this case, this is the bill-to customer number.
- **customer name:** the sold-to or bill-to customer name.
- **writeoff amount:** the writeoff amount in the local currency from the *Local Currency Code (A55)* system control value).
- **alternate currency amount:** the writeoff amount in the alternate currency. Included only if the *Use Alternate Currency Pricing (H89)* system control value is **selected**. CWDirect uses this calculation to determine the alternate currency amount:  $\text{writeoff amount} \times \text{conversion rate defined for the order in the Order Header Extended file} = \text{alternate currency amount}$ . If the *Decimalized currency* field for the alternate currency is **selected**, CWDirect includes the decimals in the alternate currency amount; if the *Decimalized currency* field is **unselected**, CWDirect rounds the alternate currency amount to the nearest whole unit of currency. For example, if the writeoff amount is 24.00 in the local currency and the conversion rate is 2.36, the alternate currency amount is 56.64. If the *Decimalized currency* field for the alternate currency is **unselected** the alternate currency amount is 57.00. This field remains blank if the writeoff is for an order in the local currency.

*CWDirect 18.0*

- **code:** the currency associated with the writeoff. Included only if the *Use Alternate Currency Pricing (H89)* system control value is **selected**. This is the alternate currency defined for the order in the Order Header Extended file. This field remains blank if the writeoff is in the local currency (the currency code and conversion rate for the order are blank).
- **reprint:** This field is not used.
- **final totals:** the total amount for the writeoffs, across all writeoff records. This final total is in the local currency.

## Merchandise Credit

**Purpose:** You might issue a merchandise credit when the customer paid for the order with a coupon or credit, or when the customer prepaid on the order but returned merchandise after a grace period.

The system uses the *Merchandise Credit Print Program (D29)* system control value to print merchandise credits. The base program is **CSR0571**. If you use another program, your merchandise credit will appear different from the sample. If you leave this field blank, the system will print only the [Coupon/Credit Register](#).

**How to print:** Complete the Process Refunds screen (**MREF**) with the *Generate merchandise credit* field **selected**.

---

```
          99999999 - 999          99/99/99
999999999 XXXXXXXX XXXXXXXXXXXXXXXXXXXXXXXXXXXX 99999.99-
XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
XXXXXXXXXXXXXXXXXXXX X XXXXXXXXXXXXXXXXXXXXXXXX
XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX XX XXXXXXXXX
          1731 - 1          9/15/95
          JMN004          OAK FRAMED MIRROR          100.00
COMMERCIALWARE
JEANNE          M NAVONI
30 SOUTHPARK LANE
MANSFIELD          MA 02040
```

---

### Contents:

- order number and ship-to number (indicating the number of the shipping address on the order)
- refund date
- item number
- item description
- refund amount
- customer name and address

### *CWDirect 18.0*

The system prints a “dummy” credit before the first actual credit to help you align the merchandise credit form in the printer; the dummy or “lead” form is highlighted in the sample.

## Bonus Credit

**Purpose:** You might issue a bonus credit to reward a customer for applying the refund amount toward another purchase.

The system uses the *Bonus Credit Print Program (D30)* system control value to print bonus credits. The base program is **CSR0575**. If you use another program, your bonus credit will appear different from the sample. If you leave this field blank, the system will print only the *Coupon/Credit Register*.

**How to print:** Complete the Process Refunds screen (**MREF**) with the *Generate merchandise credit* field **selected**.

---

```

                xx/xx/xx      xxxxxxxx      xxxxxxxx .xx
xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx
xxxxxxxxxxxxxxxxxxxx x xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx
xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx
xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx
xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx
xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx
xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx xx xxxxxxxxxx
                10/20/95      407      210.00
PETER W VAN VOORHIS
78 HARLEM STREET
WORCESTER MA 01701
    
```

---

### Contents:

- refund date
- coupon number
- refund amount
- customer name and address

The system prints a “dummy” bonus credit before the first actual credit to help you align the bonus credit forms in the printer; the dummy (or “lead” form) is highlighted in the sample.

## Sale Credit

**Purpose:** You might issue a sale credit when the customer returns a sale item, based on the setting of the *Sale item* flag in the item offer or SKU offer, the payment method used on the order, and the setting of the *Generate Sale Credit for Orders with Sale Items (I64)* system control value; see that system control value for more information.

The system uses the *Sale Credit Print Program (D31)* system control value to print sale credits. The base program is **CSR0579**. If you use another program, your sale credit will appear different from the sample. If you leave this field blank, the system will print only the [Coupon/Credit Register](#).

**How to print:** Complete the Process Refunds screen (**MREF**) with the *Generate merchandise credit* field **selected**.

---

```

                xx/xx/xx      xxxxxxxx      xxxxxxxx .xx
xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx
xxxxxxxxxxxxxxxxxxxxxxxx x xxxxxxxxxxxxxxxxxxx
xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx
xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx
xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx
xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx
xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx
xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx xx xxxxxxxxxx
                10/20/95      405            20.00
PETER W VAN VOORHIS
78 HARLEM STREET
WORCESTER MA 01701
    
```

---

### Contents:

- refund date
- coupon number
- refund amount
- customer name and address

The system prints a “dummy” sale credit before the first actual credit to help you align the sale credit forms in the printer; the dummy (or “lead” form) is highlighted in the sample.

## Coupon/Credit Register

**How to print:** Complete the Process Refunds screen (**MREF**) with the *Generate merchandise credit* field **selected**.

Original		Current	Refund	Order#		Customer#	Name	Alt	Currency	Code	Repri
Coupon#	Coupon#	Amount	Bonus%								
298	298	95.55	.00	5756	- 1	44	LETENDRE, ROBERT R	12771.00	JPY		N
299	299	79.99	.00	5757	- 1	44	LETENDRE, ROBERT R	10691.00	JPY		N
Final totals		175.54									

### Contents:

- **type:** the type of coupon/credit (merchandise, sale or bonus credit).
- **original coupon number**
- **current coupon number:** This differs from the original coupon number if you are reprinting coupons/credits.
- **refund amount:** the refund amount in the local currency (the currency defined in the *Local Currency Code (A55)* system control value).
- **bonus %:** if you are giving the customer a bonus discount for applying the refund to a new order.
- **order number and ship-to number:** Indicating the number of the shipping address on the order.
- **customer number:** the sold-to customer number appears here unless there is a bill-to customer associated with the order; in this case, this is the bill-to customer number.
- **customer name:** the sold-to or bill-to customer name.
- **alternate currency amount:** the refund amount in the alternate currency. Included only if the *Use Alternate Currency Pricing (H89)* system control value is **selected**. CWDirect uses this calculation to determine the alternate currency amount:  $\text{refund amount} \times \text{conversion rate defined for the order in the Order Header Extended file} = \text{alternate currency amount}$ . If the *Decimalized currency* field for the alternate currency is **selected**, CWDirect includes the decimals in the alternate currency amount; if the *Decimalized currency* field is **unselected**, CWDirect rounds the alternate currency amount to the nearest whole unit of currency. For example, if the refund amount is 24.00 in the local currency and the conversion rate is 2.36, the

### CWDirect 18.0

alternate currency amount is 56.64. If the *Decimalized currency* field for the alternate currency is **unselected** the alternate currency amount is 57.00. This field remains blank if the refund is for an order in the local currency.

- **code:** the currency associated with the refund. Included only if the *Use Alternate Currency Pricing (H89)* system control value is set to **Yselected**. This is the alternate currency defined for the order in the Order Header Extended file. This field remains blank if the coupon/credit is in the local currency (the currency code and conversion rate for the order is blank).
- **reprint:** This field is not used.
- **final totals:** the total amount for the refunds, across all coupon/credits. This final total is in the local currency.

## A/R (Accounts Receivable) Credit Register

**How to print:** Complete the Process Refunds screen (**MREF**) with the *Generate accounts receivable credits* field set to **Yselected**.

CWDirect Rel 6.0		A/R Credit Register		KBOTTGER	CSR0398	2/11/02 14:48:25 Page		1
				KAB Co.				
Order#	Account#	Name		Refund Amount	Alt Currency	Code	Reprint	
5218 - 1	12	GARDENING PETS ATTN: MIRANDA, BERNADETTE		8.00	1069.00	JPY	N	
5219 - 1	12	GARDENING PETS ATTN: MIRANDA, BERNADETTE		167.00	2282.00	JPY	N	
5220 - 1	12	GARDENING PETS ATTN: MIRANDA, BERNADETTE		40.00	94.00	JPY	N	
Final totals				215.00				

### Contents:

- **order number and ship-to number:** indicating the number of the shipping address on the order.
- **A/R account number**
- **customer name:** the sold-to customer name appears here unless there is a bill-to customer associated with the order; in this case, this is the bill-to customer name.
- **refund amount:** the refund amount in the local currency (the currency defined in the *Local Currency Code (A55)* system control value).
- **alternate currency amount:** the refund amount in the alternate currency. Included only if the *Use Alternate Currency Pricing (H89)* system control value is **selected**. CWDirect uses this calculation to determine the alternate currency amount:  $\text{refund amount} \times \text{conversion rate defined for the order in the Order Header Extended file} = \text{alternate currency amount}$ . If the *Decimalized currency* field for the alternate currency is **selected**, CWDirect includes the decimals in the alternate currency amount; if the *Decimalized currency* field is **unselected**, CWDirect rounds the alternate currency amount to the nearest whole unit of currency. For example, if the refund amount is 24.00 in the local currency and the conversion rate is 2.36, the alternate currency amount is 56.64. If the *Decimalized currency* field for the alternate currency is **unselected** the alternate currency amount is 57.00. This field remains blank if the refund is for an order in the local currency.
- **code:** the currency associated with the refund. Included only if the *Use Alternate Currency Pricing (H89)* system control value is **selected**. This is the alternate currency defined for the order in the Order Header Extended file. This field remains blank if the A/R credit is in the local currency (the currency code and conversion rate for the order is blank).

*CWDirect 18.0*

- **reprint:** This field is not used.
- **final totals:** the total amount for the refunds, across all credits. This final total is in the local currency.

## Credit Card Credit Acknowledgment

**Purpose:** You would print a credit card credit acknowledgment to notify the customer that a credit has been applied to the credit card used on an order. The system generates an email notification or the Outbound Email XML Message (CWEmailOut) instead of a printed acknowledgement, if indicated by customer preference and your company setup.

**How to print:** Complete the Process Refunds screen (**MREF**) with the *Generate credit card credits* field **selected**.

---

```

                                CARD X OF X
          99999999 - 999          99/99/99
          XXXXXXXXXXXX XXXXXXXXXXXXXXXXXXXXXXXXXXXX 99999.99-
XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
                                CARD      1 OF      1
          5737 -      1          4/15/02
          JPY1          ASIAN 16PC DINNERWARE: BL 12771.00
                                TOTAL AMOUNT RETURNED 12771.00

          PARKSIDE APARTMENTS
          MATTHEW MCSTAY
          1829 SOUTH STREET 47
          BLAIR NE 68008
    
```

---

### Contents:

- **order number and ship-to number:** the order number and ship-to number associated with the credit card credit.
- **refund date:** the date the refund was generated.
- **item number:** the item on the order that was returned or exchanged, resulting in the credit card credit.
- **item description:** the description of the item.
- **item refund amount:** the amount refunded for the item. If you *Use Alternate Currency Pricing (H89)* and a conversion rate is defined in the Order Header Extended file, the system multiplies the local refund amount by the conversion rate and displays the

### CWDirect 18.0

refund amount in the alternate (foreign) currency. If a conversion rate is not defined in the Order Header Extended file, the credit card refund amount is in the local currency.

- **total refund amount:** the total amount refunded for the credit card on the order, across all items. If you *Use Alternate Currency Pricing (H89)* and a conversion rate is defined in the Order Header Extended file, the system multiplies the local refund amount by the conversion rate and displays the refund amount in the alternate (foreign) currency. If a conversion rate is not defined in the Order Header Extended file, the credit card refund amount is in the local currency.
- **customer name and address:** the name and address of the bill to customer on the order; if there is no bill to customer on the order, this is the name and address of the sold to customer.

The system prints a “dummy” credit card credit acknowledgment before the first actual acknowledgment to help you align credit card credit forms in the printer; the dummy (or “lead” form) is highlighted in the sample.

## Credit Card Credit Register

**How to print:** Complete the Process Refunds screen (**MREF**) with the *Generate credit card credits* field **selected**.

CWDirect Rel 6.0		Credit Card Credit Register		KBOTTGER	CSR0397	4/17/02 11:11:01	Page	1
		KAB Co.		Refund				
Order#	Customer#	Name	Amount	Alt Currency	Code	Reprint		
5760 - 1	44	LETENDRE, ROBERT R	95.55	12771.00	JPY	N		
5761 - 1	44	LETENDRE, ROBERT R	79.99	10691.00	JPY	N		
Final totals			175.54					

### Contents:

- **order number and ship-to number:** Indicating the number of the shipping address on the order.
- **customer number:** the sold-to customer number appears here unless there is a bill-to customer associated with the order; in this case, this is the bill-to customer number.
- **customer name:** the sold-to or bill-to customer name.
- **refund amount:** the refund amount in the local currency (the currency defined in the *Local Currency Code (A55)* system control value).
- **alternate currency amount:** the alternate currency amount. Included only if the *Use Alternate Currency Pricing (H89)* system control value is **selected**. CWDirect uses this calculation to determine the alternate currency amount:  $\text{refund amount} \times \text{conversion rate defined for the order in the Order Header Extended file} = \text{alternate currency amount}$ . If the *Decimalized currency* field for the alternate currency is **selected**, CWDirect includes the decimals in the alternate currency amount; if the *Decimalized currency* field is **unselected**, CWDirect rounds the alternate currency amount to the nearest whole unit of currency. For example, if the refund amount is 24.00 in the local currency and the conversion rate is 2.36, the alternate currency amount is 56.64. If the *Decimalized currency* field for the alternate currency is **unselected** the alternate currency amount is 57.00. This field remains blank if the refund is for an order in the local currency.
- **code:** the currency associated with the refund. Included only if the *Use Alternate Currency Pricing (H89)* system control value is **selected**. This is the alternate currency defined for the order in the Order Header Extended file. This field remains blank if the credit card credit is in the local currency (the currency code and conversion rate for the order is blank).
- **reprint:** This field is not used.

*CWDirect 18.0*

- **final totals:** the total amount for the refunds, across all credits. This final total is in the local currency.

**Note:** This list includes both printed and email credit card credit acknowledgements.

## Stored Value Card Credit Register

**Purpose:** This report lists the order number, sold to customer, and refund amount associated with each stored value card credit processed.

**Alternate currency and stored value card refunds:** While the system allows you to generate a stored value card refund for an order associated with an alternate currency, the system can process stored value cards in the US currency only. If the order is for a currency other than US, you should generate a refund type other than stored value card for the order.

**How to print:** Complete the Process Refunds screen (**MREF**) with the *Generate SVC credits* field selected.

Order#	Sts	Customer#	Name	Refund Amount	Alt Curr	Code	Reprint
7451	- 1	6	MIRANDA, BERNADETTE T	21.58			N
7456	- 1	2	LETENDRE, RICHARD J	23.42			N
7462	- 1	3	BOTTGER, TROY W	55.58			N
7464	- 1	9	MCSTAY, MATTHEW	11.61			N
7472	- 1	4	KNIGHT, BRYAN	43.50			N
7473	- 1	6	MIRANDA, BERNADETTE T	71.43			N
7475	- 1	2	LETENDRE, RICHARD J	9.01			N
7480	- 1	8	CAREY, EARL	13.12			N
Final totals				249.25			

### Contents:

- **Order #:** The order number and ship to number associated with the stored value card refund. The system adds a stored value card item to this order at no charge; this item generates a new stored value card for the refund amount to send to the sold to customer.
- **Status:** The status of the order. Blank = the order is open. **H** = The order is held. If the order status was **X** closed, the system updates the order status to open once the new stored value card item is added to the order.
- **Customer #:** The sold to customer number associated with the stored value card refund; this is the customer that receives the new stored value card for the refund amount.
- **Name:** The name of the sold to customer.

### CWDirect 18.0

- **Refund amount:** The refund amount in the local currency (the currency defined in the *Local Currency Code (A55)* system control value). **Note:** Stored value cards are only allowed in US currency.
- **Alternate currency amount:** The alternate currency amount. Included only if the *Use Alternate Currency Pricing (H89)* system control value is selected. This field remains blank if the refund is for an order in the local currency. **Note:** While the system allows you to generate a stored value card refund for an order associated with an alternate currency, the system can process stored value cards in the US currency only.
- **Code:** The currency associated with the refund. Included only if the *Use Alternate Currency Pricing (H89)* system control value is selected. This field remains blank if the stored value card refund is in the local currency. **Note:** Stored value cards are only allowed in US currency.
- **Reprint:** This field is not implemented.
- **Final totals:** The total amount for the stored value card refunds, across all credits. This final total is in the local currency.

## Check Reconciliation List

**How to print:** Complete the Print Reconcile List Prompt Screen (**MREC**).

---

CWDirect	Technical Class	Check Reconciliation List	ELISE_K	CSR0410	11/01/96 15:57:25	Page	1
		EZK Mail Order					
		Unreconciled checks for 10/01/96 to 11/01/96					
			Date	Date	Date		
Bank	Check#	Amount	Printed	Recon	Voided	Order#	Customer# Name
001	1	12.42	10/28/96			2792 - 1	338 SULLIVAN, CHET
001	2	11.95	10/29/96			2795 - 1	87 CANADIAN INDUSTRIES ATTN: DUBOIS, JEAN
001	7	10.95	10/25/96			2763 - 1	291 BROWN, SARAH RAE
001	8	10.95	10/28/96			2776 - 1	239 BAILEY, GEORGE
001	13	99.95	10/31/96			2717 - 1	203 BOVARY, CHARLES
001	14	104.95	10/31/96			2718 - 1	932 COOLEY, MICHAEL
001	17	20.00	10/31/96			2680 - 1	452 BEAMIS, DONALD
001	18	20.00	10/31/96			2699 - 1	473 HAMMETT, DASHIEL
001	3	10.95	10/28/96		11/01/96	2782 - 1	291 BROWN, SARAH RAE
001	4	15.05	10/28/96		11/01/96	2785 - 1	302 BEEKUMS R US ATTN: KAPLAN, ROSE A
001	15	104.94	10/31/96	11/01/96		2718 - 1	293 VAN VOORHIS, PETER W
001	16	1.80	10/31/96	11/01/96		2805 - 1	190 LOOMIS, BARNEY
	Total for bank:		001				

---

**Contents:** This report lists refund checks for the ranges specified on the Print Reconcile List Prompt Screen (**MREC**).

- the range of check dates for unreconciled and reconciled checks, if any were specified
- bank associated with the source code used on the order. The report lists refund checks alphanumerically by bank code.
- check number
- refund amount (in the currency used on the order; if you *Use Alternate Currency Pricing (H89)* the refund amount is in the currency associated with the bank).
- check print date
- check reconcile date, if any
- check void date, if any
- order number and ship-to address number

*CWDirect 18.0*

- customer number (the sold-to customer number appears here unless there is a bill-to customer associated with the order; in this case, the bill-to customer number prints)
- sold-to or bill-to customer name
- totals for each bank (if you process orders in multiple currencies) or by report (if you do not process orders in multiple currencies). This information is controlled by the *Multi Currency by Offer (E03)* system control value.

## Check Reconciliation List by Bank

**How to print:** Specify a bank code and complete the Print Reconcile List Prompt Screen (**MREC**).

---

CWDirect	Rel 6.0	<b>Check Reconciliation List by Bank</b>	KBOTTGER	CSR1344	1/29/03	8:58:35	Page	1
KAB Co.								
Unreconciled checks for			1/01/02	to	1/29/03			
Bank JPY - JAPANESE BANK								
Check#	Amount	Date Printed	Date Recon	Date Voided	Order#	Customer#	Name	
2	100.33	4/12/02			5734 - 1	42	PARKSIDE APARTMENTSXXXXXXXXX1 ATTN: MCST	
3	100.33	4/12/02			5735 - 1	42	PARKSIDE APARTMENTSXXXXXXXXX1 ATTN: MCST	
4	3.14	4/12/02			5735 - 1	42	PARKSIDE APARTMENTSXXXXXXXXX1 ATTN: MCST	
5	95.55	4/17/02			5750 - 1	51	LETENDRE, ROBERT R	
6	95.55	4/17/02			5636 - 1	49	MIRANDA, BERNADETTE T	
7	79.99	4/17/02			5750 - 1	51	LETENDRE, ROBERT R	
8	95.55	4/17/02			5751 - 1	51	LETENDRE, ROBERT R	
9	188.63	4/17/02			5752 - 1	51	LETENDRE, ROBERT R	
10	175.54	4/17/02			5753 - 1	51	LETENDRE, ROBERT R	
11	96.00	1/29/03			5778 - 1	51	LETENDRE, ROBERT R	
Final Totals:								
	Amount		Check					
			Count					
Unreconciled:	1030.61		10					
Reconciled:			0					
Voided:			0					

---

**Contents:** This report lists refund checks for the ranges specified on the Print Reconcile List Prompt Screen (**MREC**).

- the range of check dates for unreconciled and reconciled checks, if any were specified
- bank you selected at the Print Reconcile List Prompt Screen (**MREC**). This is the bank associated with the source code used on the order.
- check number
- refund amount (in the currency used on the order; if you *Use Alternate Currency Pricing (H89)* the refund amount is in the local currency).
- check print date
- check reconcile date, if any

*CWDirect 18.0*

- check void date, if any
- order number and ship-to address number
- customer number (the sold-to customer number appears here unless there is a bill-to customer associated with the order; in this case, the bill-to customer number prints)
- sold-to or bill-to customer name
- totals for the bank

## Processed Refund Register

**How to print:** Complete the Processed Refund Register Screen (PPRR).

CWDirect Rel 3.0		Processed Refund Register		JCESTARO	CSR0534	11/02/98 9:56:30		Page 1	
The KL Mail Order Company									
From 8/01/98 to 10/01/98									
Process Create									
Date	Date	Sts	Type	Cur	Org	Amount	Pt	Order#	Name
Bank: MAY MAYFLOWER BANK									
Status: P PROCESSED									
8/18/98	3/12/98	P	A/R Credit	3	3	20.00	9	2508	MANN, CHRISTINE
8/18/98	3/12/98	P	A/R Credit	3	3	22.00	9	2509	MIRANDA, BERNADETTE T
8/18/98	3/12/98	P	A/R Credit	3	3	22.00	9	2509	CESTARO, LOUISE
Totals for A/R Credit				3		64.00			
8/18/98	9/02/97	P	Credit Card Credit	2	2	22.00	4	1314	MAE, MARY M
8/18/98	7/31/98	P	Credit Card Credit	2	2	5.25	4	2782	BOTTGER, TROY W
Totals for Credit Card Credit				2		27.25			
8/18/98	5/05/98	P	Merchandise Credit	5	5	3.50	10	2646	JORDAN, GRACIE R
Totals for Merchandise Credit				1		3.50			
Totals for P status				6		94.75			
Status: T WRITTEN OFF									
8/18/98	8/06/97	T	Check	1	1	23.00	1	1238	WILSON, GREG
8/18/98	11/21/97	T	Check	1	1	36.70-	1	1644	MCGOWYN, SHANE
8/18/98	1/06/98	T	Check	1	1	26.25-	1	2216	ALPHA ONE FLIGHT SCHOOL
8/18/98	1/09/98	T	Check	1	1	17.60-	1	2296	LETENDRE, PAM
8/18/98	4/13/98	T	Check	1	1	153.00-	1	2607	CESTARO, ANGELA
8/18/98	4/13/98	T	Check	1	1	110.00-	1	2608	GEYER, DEBORAH
8/18/98	4/13/98	T	Check	1	1	43.00-	1	2609	GRANDE, ALICIA
8/18/98	5/05/98	T	Check	1	1	66.00-	1	2653	BOUTIN, JANILLE
Totals for Check				8		435.05-			
8/18/98	12/12/97	T	Merchandise Credit	5	5	41.70-	10	1750	LETENDRE, PAM
8/18/98	12/19/97	T	Merchandise Credit	5	5	.50	12	2031	ALPHA ONE FLIGHT SCHOOL
8/18/98	12/19/97	T	Merchandise Credit	5	5	.50	10	2032	HAILEY, LINDA
Totals for Merchandise Credit				3		40.70-			
Totals for T status				11		475.75-			
Totals for 8/18/98				17		380.65-			
Status: P PROCESSED									
8/25/98	8/25/98	P	Credit Card Credit	2	2	26.25	5	2888	MIRANDA, BERNADETTE T
Totals for Credit Card Credit				1		26.25			
Totals for P status				1		26.25			
Final totals				23		173.25-			

**Contents:**

- range of dates entered at the Processed Refund Register screen
- the date the refund was processed, written off, or canceled
- the date that the refund was created through a return, overpayment, cancellation, or soldout cancellation
- bank code and description
- a code that identifies the status of the refund. Valid values are:
  - P = Processed
  - C = Canceled
  - T = Written off
- the type of refund. Valid values are:
  - Check
  - Merchandise credit
  - Credit card credit
  - A/R credit
  - Bonus credit
  - Sales credit
- the current payment category of the refund. Valid values are:
  - 1 = Cash/check
  - 2 = Credit card
  - 3 = Accounts receivable
  - 5 = Coupon/credit
- the category of the payment type used on the order. This value may differ from the current category if there is an alternate refund type or alternate refund category for the pay type used on the order. Valid values are:

*CWDirect 18.0*

- 1 = Cash/check
- 2 = Credit card
- 3 = Accounts receivable
- 4 = C.O.D
- 5 = Coupon/credit
- refund amount; a minus sign indicates a credit
- pay type (a code that represents the specific method of payment used on the order)
- order number
- customer name
- for each refund status by bank:
  - subtotal by refund type
  - subtotal by status
- subtotal by bank
- final total for selected date range

## Bank Reconciliation Transaction List

**How to print:** Complete the Work with Bank Reconciliation Transaction Screen (**WBRC**).

---

CWDirect Rel 3.5 Bank Reconciliation Transaction List KLETENDRE ACR0485 7/12/99 10:18:56 Page 1

KAL Co.									
Bank	Check#	Type	Amount	Date Issued	Date Sent	Date Recvd	Date Recon	Status	Error Message
KAL	1	I	.50			7/12/99		E	Check amt does not match
KAL	63	I	2.00			7/12/99		E	Check amt does not match
KAL	67	I	85.60			7/12/99		E	Already reconciled
KAL	69	I	15.76			7/12/99		E	Check Voided
Total Checks:				4					
Total Amount:			103.86						

---

### Contents:

- Bank code
- Check number
- Transaction type (**I** = Inbound; **O** = Outbound)
- Refund amount
- Date issued (the date the check was printed)
- Date sent (the date the outbound transaction was created)
- Date received (the date the inbound transaction was received)
- Date reconciled (the date the check was reconciled)
- Status (**O** = open, **P** = processed, **E** = Error)
- Error message (you receive an error message if the check amount does not match, the check has already been reconciled, the check has been voided, or the check number does not match)
- Total number of checks in error
- Total refund amount in error

## Catalog Mailing Labels (MSR0613 or MSR0614)

**Purpose:** The system prints labels in the following format if you have the *Label 1-Up Printing Program (C83)* set to **MSR0613** or the *Label 4-Up Printing Program (C84)* set to **MSR0614**. This format does not conform to Post Office requirements, which specify that the bottom line of the address should show only the country.

**How to print:** Complete the Process Catalog Requests Screen (**PCAT**).

---

557 SOURCE  
MR. HAROLD R PELLETIER III  
ZENITH ENTERPRISES  
ONE ZENITH CENTER SUITE 456  
100 MAIN STREET  
NATICK, MA 01760-1234 USA

---

### Contents:

- Customer number
- Source code
- Item number
- Customer name (prefix, first name, middle initial, suffix; the last name may be truncated or the suffix omitted if the entire customer name exceeds 43 positions)
- Company name
- Customer address (street address, apartment or suite, address line 2, city, state, postal code, and country; the country code, rather than the full name, appears if the address is in the *Default Country for Customer Address (B17)*)

## Catalog Mailing Labels (MSR1273 or MSR1274)

**Purpose:** The system prints labels in the following format if you have the *Label 1-Up Printing Program (C83)* set to **MSR1273** or the *Label 4-Up Printing Program (C84)* set to **MSR1274**. This format conforms to Post Office requirements. It requires a label form that allows seven lines of address information.

**How to print:** Complete the Process Catalog Requests Screen (**PCAT**).

---

557 SOURCE  
MR. HAROLD R PELLETIER III  
ZENITH ENTERPRISES  
ONE ZENITH CENTER SUITE 456  
100 MAIN STREET  
MONTREAL, AB A1A001  
CANADA

---

### Contents:

- Customer number
- Source code
- Item number
- Customer name (prefix, first name, middle initial, suffix; the last name may be truncated or the suffix omitted if the entire customer name exceeds 43 positions)
- Company name
- Customer address (street address, apartment or suite, address line 2, city, state, postal code)
- Country (if the address is in the *Default Country for Customer Address (B17)*, the country code, rather than the full country name, appears on the same line as the city, state and postal code; otherwise, the full country name appears on a separate line following the city, state and postal code)

## Catalog Mailing Labels (MSR1286 or MSR1287)

**Purpose:** The system prints labels in the following format if you have the *Label 1-Up Printing Program (C83)* set to **MSR1273** or the *Label 4-Up Printing Program (C84)* set to **MSR1274**. This format supports the printing of individual customer information, and conforms to Post Office requirements. It requires a label form that allows seven lines of address information.

**How to print:** Complete the Process Catalog Requests Screen (**PCAT**).

---

557 SOURCE  
MS. ELLEN Q TERRY ESQ  
Suite 12345  
ZENITH ENTERPRISES  
ONE ZENITH CENTER SUITE 456  
100 MAIN STREET  
MONTREAL, AB A1A001

---

### Contents:

- Customer number
- Source code
- Item number
- Individual name (prefix, first name, middle initial, suffix)
- Individual mail stop
- Customer name (prefix, first name, middle initial, suffix)
- Company name
- Customer address (street address, apartment or suite, address line 2, city, state, postal code)
- Country (if the address is in the *Default Country for Customer Address (B17)*, the country code, rather than the full country name, appears on the same line as the city, state and postal code; otherwise, the full country name appears on a separate line following the city, state and postal code)

*CWDirect 18.0*

**Note:** If the complete mailing address exceeds seven lines and the address is not in the *Default Country for Customer Address (B17)*, then the last line (country) will not print. This situation would occur only if there is information for every line, and the customer lives in a foreign country.

## Labels Printed by Item Report

This report identifies the number of labels printed for each item. A blank line at the top of the report indicates the number of labels that do not contain an item.

**How to print:** Complete the Process Catalog Requests Screen (**PCAT**) with the *Sort labels* field set to **Item**.

---

Item	# Labels
	15
AB10	2
RJ-6000	1
Total Labels:	18

---

## Labels Printed by Source Report

This report identifies the number of labels printed for each source code.

**How to print:** Complete the Process Catalog Requests Screen (**PCAT**) with the *Sort labels* field set to **Source**.

---

Labels Printed By Source	
Source	# Labels
A123	20
B123	6
CAT/REQ	1
Total Labels:	27

---

## Labels Printed by Zip Report

This report identifies the number of labels printed for each zip code.

**How to print:** Complete the Process Catalog Requests Screen (**PCAT**) with the *Sort labels* field set to **Zip**.

---

Zip	# Labels
01071	1
01519	2
01536	2
01570	2
01701	3
Total Labels: 10	

---

## Print Request Interface Report

**How to print:** Select **Submit** at the Work with Catalog Request Interface Screen (WCRI).

---

CWDirect Rel 4.0 Print Request Interface Report EKAPLAN CSR1003 9/30/99 11:02:09 Page 1

EZK Mail Order

Input File Type	Entity	Source	Total Rcds Processed	Total Rcds in Error	Total Rcds in File	Number of Cat Req Created	Create Cat Req Flag set to N
A	2	CCCS	2	2	4	2	0
A	2	SOURCE	1	0	1	1	0
Totals			3	2	5	3	0
Totals for A			3	2	5	3	0

---

### Contents:

- File type
- Entity
- Source
- For each type, entity, and source combination, the total number of catalog request interface records:
  - available to be processed by the CATALOGREQ job (error-free)
  - in error
  - total records in the file at the time the job was run
  - number of catalog requests created
  - number of records whose *Create catalog request?* flags were **unselected**
- Totals for the file type

## Print Catalog Request Interface Errors Report

**How to print:** Select **Submit** at the Work with Catalog Request Interface Screen (**WCRI**). This report also prints when you select to perform an edit after the phone load in the Loading Remote Orders (**LPHO**) menu option.

---

CWDirect Rel 4.0 Print Catalog Req Interface Errors EKAPLAN CSR1005 9/30/99 10:57:47 Page 1

EZK Mail Order

Input File	Entity	Sequence#	Name - Address	Source Code	Offer
A	2	1	MUISE, ANNE 24 PRIME PARK WAY NATICK, MA 01760		

CWDirect Rel 4.0 Print Catalog Req Interface Errors EKAPLAN CSR1005 9/30/99 10:57:47 Page 2

EZK Mail Order

Input File	Entity	Sequence#	Name - Address	Source Code	Offer
B	2	2	RAAD, LISA 10 MAIN STREET FRAMINGHAM, MA 01709	CCCS	CCC
B	2	3	POLUMBO, JENNIFER 12 JULIUS DRIVE WATERTOWN, MA 01212	CCCS	

---

### Contents:

- File type
- Entity
- Sequence number for the catalog request record
- Name and address
- Source code
- Offer

## Auto Soldout Register

**How to print:** Select **Accept** at the Process Auto Sold Outs Screen (**MASO**). If you **select** the *Update orders* field at this screen, the words **NO UPDATE - LIST ONLY** appear in the upper left corner of the report.

---

```

CWDirect Rel 2.0          Auto Soldout Register  ELISE_K   CSR0432   4/17/97 10:57:49 Page   1
UPDATE PROCESSING      Sarah`s Joke Shop
  Item # MR10000
      Order#      Line#      Qty  SKU
      694 - 001      1      5
Item Totals: Lines      1 Qty      5
  Item # TR10000
      Order#      Line#      Qty  SKU
      695 - 001      1      5  BLCK 8
Item Totals: Lines      1 Qty      5
Final totals  Lines      2 Qty      10
    
```

---

### Contents:

- Item code
- Order number and number of the shipping address
- Line number
- Item quantity
- SKU code(s)
- Item totals: number of order lines and total quantity
- Final totals: number of order lines and total quantity

## Order Hold Detail Report

**How to print:** Complete the Process Auto Sold Outs Screen (**MASO**). The system generates this report only if the *Hold related coordinate group lines* field is **selected**.

CWDirect Rel 16.0		Order Hold Detail Report										JNAVONI	OER0826	6/20/13	9:30:22	Page	1
Batch	Date	Item	SKU	Order	Order	Sts	CG	Item	Description	Qty	Unit	First Name	Last Name	Home Phone	City	St	
				Number	Line					Order Price							
23	6/20/13	BALLOON	GREN LRGE	7639	1	S	100	LATEX	BALLOON	1	10.00	BRIDGET	NATHAN	508-225-2153	BOSTON	MA	
		JMN005		7639	2	H	100	FLORAL	PLANTER	1	90.00	BRIDGET	NATHAN	508-225-2153	BOSTON	MA	

### Contents:

- batch number
- date you process auto soldouts
- item code
- SKU information, if any
- order number
- order line number
- status (**S** = soldout item; **H** = held item)
- coordinate group code
- item description
- quantity ordered
- unit price
- customer sold to first name
- customer sold to last name
- home phone number of customer sold to

*CWDirect 18.0*

- customer sold to city
- customer sold to state

## Auto Sold Out Retained Order Register

You can keep this report as a record of which orders were retained against which items, so that you can sell out the remaining orders when you no longer expect to be able to fulfill them.

**How to print:** Select **Accept** at the Enter Quantities to Retain Screen (**MASO**).

---

CWDirect Rel 2.0      Auto Sold Out Retained Order Register ELISE\_K      CSR0812      4/18/97 14:42:51 Page      1

EZK Mail Order

Item	Sku	Order Number	Quantity	Cancel Date
BALL	LRGE	3234	10	
BLENDER	MEDM	3232	2	
BU001	WHIT MEDM	3231	3	
BU001	WHIT MEDM	3235	5	4/24/97

---

### Contents:

- Item code
- SKU code
- Order number
- Quantity retained
- Cancel date from the detail line (If you enter a cancel date in Order Entry, it flows through to the detail line automatically. If you enter a cancel date in Order Maintenance, the date flows through to the detail line only for items you add to the order afterward.)

## Soldout Notification Card

The system produces a soldout card for order containing one or more soldout items.

**How to print:** Complete the Print Soldout Notification screen (**PSON**).

**Note:** This sample represents the notification that prints when the *Soldout Notification Print Program (E75)* system control value is set to **CSR0545**. Depending on your setting, your soldout notifications may appear different.

---

Or#	4809	COMMERCIALWARE	
EA12345678			1
CIRCULAR EARRINGS			
		MS. GLORIA MUNDI	
		COMMERCIALWARE	
		10 SPEEN STREET	
		FRAMINGHAM MA 01701	

---

### Contents:

- Order number
- Sold To customer name (name of person who placed order)
- Item code
- Item description
- Item quantity
- Customer's name and address (the country prints as well for foreign addresses)

## Backorder Card

**How to print:** Use Generate Backorder Cards (**GBOC**) to generate backorder notification emails, XML messages, or printed cards. Depending on the program specified in the *Backorder Card Print Program (D04)* system control value, your backorder notice may appear different.

---

Or#        2185 MS. SARAH R BROWN

445MIN	1 12/14/95
MINICAR SET	

MS. SARAH R BROWN	
41 CHATHAM STREET	3R
WORCESTER MA 01609	

---

### Contents:

- Order number
- Sold-to customer name (name of person who placed order)
- Item code
- Quantity backordered
- Expected ship date from the next open purchase order available to fulfill the order, or calculated by adding the *FTC -- # of Days for Items without Expected Ship Date (C71)* to the current date
- Item description
- Customer name and address

## Backorder Cancellation Register

**How to print:** The system generates this list when you process backorder notifications through Generate Backorder Cards (**GBOC**); it contains information on each item due to be canceled from an order.

**Excluded from the backorder cancellation register:** The following items are excluded from the backorder cancellation register:

- Items/SKUs whose *Suppress backorder card* field is **selected**
- Items on orders whose order type is set to exclude backorder notifications

---

CWDirect	Backorder Cancellation Register	ELISE_K	BOR0007	11/07/95 11:54:55	Page	1
	Mail Order Inc.					
Order #	2149 - 1	Sold To: BROWN, HANNAH E				
Line#	Item	SKU	Qty	Cancel Date		
1	LEGGING	PINK 5	2	11/08/95		
Order #	2151 - 1	Sold To: BROWN, SARAH R				
Line#	Item	SKU	Qty	Cancel Date		
2	POG2000		1	11/08/95		
Order #	2152 - 1	Sold To: VAN VOORHIS, PETER W				
Line#	Item	SKU	Qty	Cancel Date		
1	ARMCHAIR		1	11/08/95		

---

### Contents:

- Order number and number of shipping address
- Sold-to customer name (name of person who placed the order)
- Order line number
- Item code
- SKU codes, if any
- Quantity backordered
- Scheduled cancel date

*CWDirect 18.0*

**How to use this report:** Use this report as a guide for contacting customers to suggest alternative items, or for canceling the backordered items through Order Maintenance.

## Orders Canceled After Second Notice Report

**How to print:** The system produces this report when you process a cancel request by completing the Cancel Backordered Lines Window (**WBPC**). This report, which lists each order line canceled, is not visible under a job by selecting **Cancel** at a menu; instead, you can advance to this report by reviewing your spool files (**WRKSPLF**).

---

CWDirect Rel 2.5    Orders Cancelled after Second Notice    ELISE\_K    BOR0021    7/25/97    16:49:07    Page    1

EZK Mail Order

Order #	3793 - 1	Sold To: VAN VOORHIS, PETER W			
Line#	Item	SKU	Qty	Cancel Date	
	1	DAC123456	1	7/26/97	
Order #	3796 - 1	Sold To: KAPLAN, ELISE Z			
Line#	Item	SKU	Qty	Cancel Date	
	1	DAC123456	1	7/26/97	
Order #	3797 - 1	Sold To: BROWN, SARAH RAE			
Line#	Item	SKU	Qty	Cancel Date	
	1	DAC123456	1	7/26/97	
Order #	3798 - 1	Sold To: VAN VOORHIS, PETER W			
Line#	Item	SKU	Qty	Cancel Date	
	1	DAC123456	1	7/26/97	
Order #	3799 - 1	Sold To: BEEKUMS R US ATTN: KAPLAN, ROSE A			
Line#	Item	SKU	Qty	Cancel Date	
	1	DAC123456	1	7/26/97	
Order #	3800 - 1	Sold To: KAPLAN, ELISE Z			
Line#	Item	SKU	Qty	Cancel Date	
	4	DAC123456	1	7/26/97	

---

### Contents:

- order number and ship-to number
- sold-to customer
- order line number
- item code
- SKU code, if applicable
- quantity

*CWDirect 18.0*

- cancel date

## Order Cancellation List by Item

This report lists each order flagged for backorder cancellation that is associated with the vendor, buyer, or item you select at the Select Items for Backorder Cancellation Report screen. If you left these fields blank at the prompt screen, each item flagged for cancellation due to backorder will appear on this report.

**How to print:** Select **Accept** at the Select Items for B/O Cancellation Report screen (**WBPC**), or select **Print Report** at the Work with Backorders Pending Cancellation screen (**WBPC**).

**Note:** Like Working with Backorders Pending Cancellation (**WBPC**), this report does not include orders that would be eligible for cancellation due to backorder, but are flagged for cancellation due to credit card decline.

Vendor	Item	SKU	Description	Qty	Total \$	Cancel Date	Order #	Cust #
CWDirect Technical Class      Order Cancellation List by Item      ELISE_K      BOR0024      7/28/97      8:43:39      Page      1								
EZK Mail Order								
Buyer	EZB							
	12 BU001	CHOC LRGE	CHOCOLATE EASTER BUNNY	1	12.00	7/26/97	3796	295
		WHIT MEDM		1	10.00	7/26/97	3793	483
		WHIT MEDM		1	9.00	7/29/97	3802	105
		WHIT MEDM		1	10.00	7/29/97	3803	224
	Item Totals			4	41.00			
Buyer	HEB							
	12 DA234		BOOK: ALL ABOUT DACHSHUNDS	1	15.00	7/29/97	3801	311
				1	9.00	7/29/97	3802	193
				1	10.00	7/29/97	3803	421
				1	11.00	7/29/97	3804	278
	Item Totals			4	45.00			
	Grand totals			8	86.00			

### Contents:

- Vendor number
- Buyer code
- Item code
- SKU code, if applicable

*CWDirect 18.0*

- Item description
- Backordered quantity on the order line
- Extended price
- Order number
- Sold-to customer number
- Total quantity and dollar for each item
- Grand totals, quantity and dollar

## Substitute Item Processing List

This report includes each order updated when you used the Process Item Substitutions menu option, and the settings applied to each order. This report provides information used in the item substitution, based on your entries at the Process Substitute Items screen (PSUB).

**How to print:** Select **Accept** at the Process Substitute Items screen (PSUB).

**Note:** Orders which were not eligible for substitution, such as orders with ship to addresses restricted for the substitute item, are not included on this report. You can find information about these non-included orders on the job log. See your iSeries documentation for more information.

---

```

CWDirect Rel 3.0      Substitute Item Processing List      EKAPLAN      CSR0863      2/27/98 13:38:46 Page      1
                        EZK Mail Order
Canceled Item:  BU001      MILK LRGE      CHOCOLATE EASTER BUNNY
Substitute Item: BU001      CHOC LRGE      CHOCOLATE EASTER BUNNY      CHOCOLATE LARGE
Cancel reason code: . . . : 11 Maximum number of items:      5 Ship Vias:
Price override Reason Code: D Substitute Item Price:      .00 Recalculate freight: N
Substitution date: 2/27/98
      Order #      Customer Name      Qty
      2315      COMMERCIALWARE ATTN: MUNDI, GLORIA      4
      4216      VAN VOORHIS, PETER      1
Total # of items substituted:      5
    
```

---

### Contents:

- Canceled item, SKU, and description
- Substitute item, SKU, and description
- Cancel reason code
- Maximum number of items to cancel
- Ship vias to cancel
- Price override reason code

*CWDirect 18.0*

- Substitute item price
- Recalculate freight (**Selected** or **Unselected**)
- Date you processed the substitution
- Order number
- Sold-to customer name
- Unit quantity substituted for the order
- Total number of items substituted by the batch job

## Gift Certificate Register

Your gift certificate register may differ from this sample based on the program name defined in the *Gift Certificate Print Program (E76)* system control value.

**How to print:** Complete the Process Gift Certificates screen (**MPGC**) or the Reprint Gift Certificates screen (**MRGC**).

---

CWDirect Rel 2.0                      Gift Certificate Register                      ELISE\_K    CSR0438    1/27/97 14:26:06 Page    1  
REGISTER AND CERTIFICATES                      EZK Mail Order

Order#	Certif#	Amount	Recipient	Order Type	Currency
2860 - 001	70	20.00	SPILLANE, MICKEY 10 FUNVILLE ROAD FRAMINGHAM, MA 01701 USA	P PHONE ORDERS	USA
3088 - 001	71	10.00	CASSWELL, ARTHUR 10 SPEEN STREET TORONTO, AB *12345 CAN	P PHONE ORDERS	CAN
3089 - 001	72	10.00	BROWN, SARAH RAE 41 CHATHAM STREET WORCESTER, MA 01609 USA	P PHONE ORDERS	USA
3090 - 001	73	25.00	KAPLAN, ROSE A 1841 BUTTONWOOD AVENUE TOMS RIVER, NJ 08853 USA	P PHONE ORDERS	USA
3091 - 001	74	15.00	BROWN, HANNAH E 41 CHATHAM STREET WORCESTER, MA 01609 USA	P PHONE ORDERS	USA

---

### Contents:

- The number of the order on which the gift certificate was purchased
- Gift certificate number
- Dollar value of the gift certificate
- Recipient customer name and address (person who receives the gift certificate)
- The type of order on which the gift certificate was purchased

*CWDirect 18.0*

- Currency code of the order (this field appears only if the *Multi Currency by Offer (E03)* system control value is **selected**)
- These two fields appear only if the *Multi Currency by Offer (E03)* system control value is **unselected**:
  - Total number of gift certificates on the register
  - Total dollar value of gift certificates on the register

## Gift Certificate

Notice that the system prints a dummy gift certificate first to assist you in aligning the gift certificate form in the printer. The “dummy” gift certificate is highlighted in the sample. Your gift certificate may differ from this sample based on the program name defined in the *Gift Certificate Print Program (E76)* system control value.

**How to print:** Complete the Process Gift Certificates screen (**MPGC**) or the Reprint Gift Certificates screen (**MRGC**)

---

```

      Gift Certificate#:      9999999
      Amount:                9,999,999.99-
XXXXXXXXXX X XXXXXXXXXXXXXXX
XXXXXXXXXXXXXXXXXXXXXXXXXXXX
XXXXXXXXXXXXXXXXXXXXXXXXXXXX
XXXXXXXXXXXXXXXXXXXXXXXXXXXX XX XXXXXXXXX
      Gift Certificate#:      15
      Amount:                25.00
MINNIE          WHITE
10 SPEEN STREET
FRAMINGHAM          MA 01701
    
```

---

### Contents:

- Gift certificate number
- Dollar amount
- Recipient's name and address

## Unredeemed Gift Certificate List

**How to print:** Complete the Print Unredeemed Gift Certificates screen (**PUGC**).

---

CWDirect	Unredeemed Gift Certificates				ELISE_B	ACR0269	8/25/95 10:07:43	Page	1
----------	------------------------------	--	--	--	---------	---------	------------------	------	---

Certif#	Date Issued	Date Redeemed	Customer#	Sold To	Issued Order#	Redeemed Order#	Unredeemed Balance
6	8/25/95		294	BROWN, HANNAH E	1962	0	100.00
7	8/25/95		302	KAPLAN, ROSE A	1963	0	50.00
8	8/25/95		293	VAN VOORHIS, PETER W	1964	0	25.00
Final totals							175.00

---

### Contents:

- Gift certificate number
- Date the gift certificate was issued
- Date the gift certificate was redeemed, if applicable
- Customer number and name of the customer who purchased the gift certificate
- Order number on which the gift certificate was purchased
- Order number on which the gift certificate was used as payment, if applicable
- Balances left on gift certificates (unredeemed or unbilled amounts)
- Currency code of the order (this field appears only if the *Multi Currency by Offer (E03)* system control value is **selected**)
- Total dollar value of unredeemed gift certificates (this field appears only if the *Multi Currency by Offer (E03)* system control value is **unselected**).

## Outstanding Credits/Coupons Report

**How to print:** Use the Unredeemed Coupon Listing (**PCPN**) menu option.

---

CWDirect		Rel 10.5	Outstanding Credits/Coupons		EKAPLAN	OER0258	9/11/06 16:33:41	Page	1
	Coupon #	Type	Issue Date	Expires	Value				
	127741	C	8/08/06	8/08/07	5.00				
	129381	C	8/08/06	8/08/07	5.00				
	131021	M	10/03/05		50.00				
	132660	G	2/05/06		20.00				
	133839	C	8/08/06	8/08/07	5.00				
	135153	G	3/06/06		20.00				
CPN Redemption date									
Final totals					105.00				

---

### Contents:

- Coupon # or gift certificate number
- Type:
  - C = coupon
  - G = gift certificate
  - M = merchandise credit
  - B = bonus credit
- Issue date (the date the coupon or credit was created)
- Expiration date, if any
- Value

## Purge Customer Subscription List

**How to print:** Complete the Purge Customer Subscriptions screen (**MPCS**).

---

CWDirect	Purge Customer Subscription List											
	CWDIRECT COMPANY											
Customer#	Name	Item	SKU	1st Iss	Dat of 1st Iss	Lst Iss	Date of Lst Iss	Exp Iss	# of Int	Int Dys	Order#	Line#
13	PRIMIANO, PAUL	SUBITEM1	SML	1	12/01/94	1	12/01/94	1	1	0	4758-001	1

---

### Contents:

- Customer number (Sold To or Ship To, if recipient)
- Customer name (Last, First)
- Subscription item number
- SKU code
- First issue number
- Date of first issue
- Last issue number
- Date of last issue
- Expiration issue number
- Number of intervals (between issues)
- Interval days (number of days between sending each issue)
- Order number (on which subscription item ordered)
- Ship to number (identifies shipping address on the order)
- Line number (the order detail line on which the subscription item was ordered)



*CWDirect 18.0*

- sequence number of the customer membership (a membership has a sequence number greater than **1** if the same customer has more than one membership with the same membership ID)
- next release date

## Expected Membership Orders Report

**How to print:** Complete the Print Expected Membership Orders screen (**PEMO**).

---

CWDirect Rel 3.5 Expected Membership Orders EKAPLAN CSR0983 3/11/99 11:43:17 Page 1

EZK Mail Order

From: 3/01/99 To: 12/31/99

Next Release Dt Expected Orders

3/11/99 5

4/10/99 3

Total for date range: 8

---

### Contents:

- range of dates you selected at the Print Expected Membership Orders screen (**PEMO**)
- each date within the range when membership orders are next scheduled to be available for generation
- the total number of orders that will next be available for release on each date
- total number of orders scheduled for release for the date range

## Email Errors Report

**How to print:** Click **Accept** at the Email Errors Report screen (**PEME**).

---

```
----Customer Sold To Email File----  
Customer # Seq # Email Address  
    291     1  ekaplan@commercialware  
    292     1   yahoo.com  
    293     1  ekaplan@
```

---

**Contents:** This report has page breaks between each file that contains an email address field. The report lists each email address in error. The information provided to identify the records in each file is:

- Customer Sold To: customer number
- Customer Sold To Email:
  - customer number
  - sequence number
- Customer Ship To:
  - customer number
  - ship to number
- Customer Individual
  - customer number
  - individual number
- Vendor (both vendor email and remittance email addresses): vendor number
- Vendor Contact:
  - vendor number
  - type
  - sequence number

*CWDirect 18.0*

- Order Ship To Address
  - order number
  - ship to number
- Gift Certificate
  - order number
  - ship to number
  - sequence number
  - gift certificate number
- OM Batch Header
  - order number
  - ship to number
  - sequence number
- Soldout Notification
  - order number
  - ship to number
  - sequence number
- Threshold Value: threshold code

## Changed Customers Report

**Purpose:** Use this report to review the customer address updates that were performed. This report gives you a snapshot of the customer address before and after the update.

**How to print:** Select **Print** at the Work with Changed Customers Screen (**MBSI**).

---

CWDirect Rel X.X Changed Customers Report	LEE_H	CSR0582	10/13/95	15:12:29	Page 1
CST Customer # 16111					
BEFORE	Delivery Code R	AFTER	Delivery code R		
	PO Box? Y		PO Box? N		
JOHANNAH WILLARD		JOHANNAH WILLARD			
PO BOX 601		425 POTTERSVILLE ROAD			
DALHART TX 790220601		FAR HILLS NJ 079312665			
CST Customer # 16780					
BEFORE	Delivery Code R	AFTER	Delivery code R		
	PO Box? Y		PO Box? N		
MAUREEN HERSHBINE		MAUREEN HERSHBINE			
12333 10TH PL NE 15		66 MORSE ST 1			
FLEMINGTON NJ 088221206		WATERTOWN MA 021722557			

---

**Contents:** See the Work with Changed Customers Screen (**MBSI**).

## Unchanged Customers Report

**Purpose:** Use this report to review the customer address updates you want to process or to verify address changes that you want to purge from the work file.

**How to print:** Select **Print** at the Work with Unchanged Customers Screen (**MBSF**).

---

CWDirect Rel X.X Unchanged Customers Report      LEE\_H      CSR0587      10/10/95      15:12:29

Customer number	3365				
Change Condition		Change Type		Deliverable Address?	
NOT PROCESSED		Family Move		YES	
Address	B F WOODRUFF			Delivery code	R
	2080 HEATHER CT			PO Box?	N
	AKRON OE 443138126				

Customer number	3389				
Change Condition		Change Type		Deliverable Address?	
NOT PROCESSED		Family Move		NO	
Address	JANICE ALLEN			Delivery code	R
				PO Box?	N

---

**Contents:** See the Work with Unchanged Customers Screen (**MBSF**).

## Fulfillment Reports

- Pick slip generation:
  - [Pick Cart/Batch Pull Sheet](#)
  - [Item Stock Allocation Error Report](#)
  - [Batch Item Pull Label](#)
  - [Batch Pull Sheet Item Summary Report](#)
  - [Pick Slip Generation Analysis Report](#)
  - [Pick Unit Report](#)
- Drop ships:
  - [Vendor Drop Ship Worksheet](#)
  - [Drop Ship Purchase Order List](#)
  - [Drop Ship Invoice/Pick Slip](#)
  - [Drop Ship Purchase Order](#)
- [Carryover Report](#)
- [Carryover/Billing Pending Report](#)
- [Batch Confirmed Report](#)
- [Drop Ship Batch Confirmation Report](#)
- [Fill Rate Report](#)
- [Shipment Summary Report](#)
- [Backorder Summary Report](#)
- [Manifest Audit Report](#)
- [Manifest Download Report](#)

*CWDirect 18.0*

- [Manifest Audit Error Report](#)
- [Audit Lot Number Report](#)
- Locate Supplier Direct Fulfillment and CWCollaborate:
  - [Drop Ship Integration Items on Hold from Vendor Report](#)
  - [Drop Ship Integration Items Revised Due Date Report](#)
  - [Drop Ship Items Pending Cancellation](#)
  - [Drop Ship Items Confirmed Cancellation](#)
  - [Drop Ship Items Sent](#)
  - [Drop Ship Items Pending Shipment](#)
  - [Drop Ship Items Shipped](#)
- [Duty Rate Update Error Report](#)
- [Warehouse List Exceptions Report](#)
- [Item Warehouse Exceptions Report](#)

## Pick Cart/Batch Pull Sheet

**How to print:** The system generates this list when you generate pick slips, if you are using cart/bin picking. If you use a unique print program, the information on the base pull sheet will be included on your picks only if your unique print program supports the information.

---

CWDirect Rel 4.0 Picking PullSheet LWARREN FLR0394 8/03/99 16:56:05 Page 1  
 LJW MAIL ORDER  
 Special Handling Status  
 Warehouse 100 Cart Batch # 848/710  
 Total Cube 0  
 Total Picks 2  
 Total Lines 2  
 Total Units 2  
 Pick# Slots Needed Control# Order #  
 1 1 2072 3577 - 1  
 2 1 2070 3575 - 1  
 Total Order  
 Location For Loc Qty Pick# Item Description Control# Order #  
 -----  
 A 1 1 1 MONARDA BEE BALM POTTED PLANT 2072 3577-1  
 A 1 1 2 ONION ONION BULB 2070 3575-1  
 Cart Batch # 848/710  
 Total Cube 0 \_\_\_\_\_  
 Total Picks 2 \_\_\_\_\_  
 Total Lines 2 \_\_\_\_\_  
 Total Units 2 \_\_\_\_\_

---

### Contents:

- Special handling status (**selected** prints if the entire batch of pick slips consists of special handling items. This field also appears at the bottom of the pullsheet.)
- Warehouse
- Cart batch number (This number prints below the detail lines.)
- Total cube (This total prints below the detail lines, with a line for handwriting information.)

*CWDirect 18.0*

- Total picks (This number prints below the detail lines, with a line for handwriting information.)
- Total units (This number also appears below the detail lines, with a line for handwriting information.)
- Pick # (This number prints on the detail line for the pick slip.)
- Slots needed
- Control number (This number prints on the detail line.)
- Order number (This number prints on the detail line.)
- Location
- Total units for location
- Order quantity
- Item/SKU
- Item description
- Billing batch number

## Item Stock Allocation Error Report

**Purpose:** This report lists items that were ordered but not picked and the reason why the inventory was not picked. The Item Stock Allocation Error report sorts by warehouse/location/item/error sequence.

The following errors can print on the Item Stock Allocation Error report:

- Itm whs rsv frz (item warehouse reservation freeze)
- Itm loc rsv frz (item location reservation freeze)
- Itm loc phy frz (item location physical inventory freeze)
- Loc unpickable (location is not a pickable location; for example a temporary location)
- Loc frozen (location freeze)
- No stock in pck (no stock in pickable location)
- No prime loc (no primary location specified on the item/SKU)
- Neg pend qty (negative pending quantity exists)

**How to print:** The system generates this report when you generate pick slips if you have items on the orders which are not picked.

Warehouse		Billing Batch #	Item Stock Allocation Error Report				KAREN_L FLR0637		11/25/97	11:28:51	Page 1
Location		Error Desc	Pick #	Order #	Item	Ordered	Available				
		The KL Mail Order									
Warehouse 3		Billing Batch #	296								
-----		-----	-----	-----	-----	-----	-----	-----			
		Itm Whs Rsv Frz	540	1645	1 ITMWH887	1	0				
		No prime loc	540	1645	1 NOPRI8932	1	0				
K020202		Itm Loc Rsv Frz	540	1645	1 ITMLO777665	1	0				
K030303		Itm Loc Phy Frz	540	1645	1 ITMLOCPHYFRZ	1	0				
K040404		Loc unpickable	540	1645	1 LOCUN993214	1	0				
K050505		Loc frozen	540	1645	1 LOCFR98	1	0				
K080808		Neg Pend Qty	540	1645	1 NEGPE0012	1	0				
Warehouse 3		Billing batch #	296								

**Contents:**

- Warehouse
- Billing batch number
- Location
- Item stock allocation error description
- Pick number
- Order number
- Item/SKU
- Order quantity
- Available quantity

## Batch Item Pull Label

**How to print:** The system prints a batch item pull label when you are generic pick slips for reserved stock if a print program name has been defined in the *Batch Item Pull Label Printing Program (F63)* system control value.

A label prints for each item/location in the pick ticket batch, sorted in location/item sequence, so pickers can attach the label to the picking cart. Once the batch item pull labels are attached to the picking cart, the packers can pick from the cart to fulfill each order. If you use a unique print program, the information in the sample will be included on your labels only if your unique print program supports the information.

The base batch item pull label print program is **FLR0747**.

---

9/16/99	Qty:	1
J010101		
MITTE BRWM		
HOMEMADE MITTENS		
BROWN SMALL HOMEMADE MITTEN		

---

### Contents:

- the date the label printed
- the quantity to pick
- location
- first 5 positions of the item number
- first 4 positions of the SKU
- item description
- SKU description

## Batch Pull Sheet Item Summary Report

**How to print:** The system generates this report when you generate pick slips if system control value *Print Batch Pull Sheet Item Summary (C59)* is **selected**.

---

CWDirect Rel 1.1 Batch Pull Sheet Item Summary LEE\_H FLR0377 3/27/95 12:12:06 Page 1

Warehouse 1 Billing Batch # 1233

Item#	Location	Qty to Pick	Description
BELT	A010101	73	LEATHER BELT
SHIRT 14 BLU PP	AABULK	4	LONG SLEEVE BUTTON DOWN SHIRT
F7202 S	A020104	16	SCOOPNECK POINTELLE COTTON KNIT
F4003	B000010	10	VERSAILLES FLORAL SCARF
F3905	006010	25	ETCHED BRASS HOOP

---

**Selected/Unselected field:** **Select** to print the Batch Pull Sheet Item Summary report automatically when printing pick slips. This report lists the items, picking locations, total quantity to pick, and item descriptions for each item printed on the pick slips.

This is a convenient way of picking the total quantity required of a single item from a location without first sorting through all pick slips containing this item.

**Unselect** if you do not wish to print this report when printing pick slips.

## Pick Slip Generation Analysis Report

**Purpose:** This report summarizes the status of each open or held order with reserved items at the time you generate pick slips. You can use this report to identify issues or bottlenecks in the fulfillment process. The sample below is truncated for documentation purposes.

**How to print:** The system generates this report automatically when you generate pick slips.

---

```

CWDirect  Rel 4.0                Pick Slip Generation Analysis      EKAPLAN   FLR0963   4/12/00 11:16:31 Page   1
                                EZK Mail Order

Pick Generation Template: BY ORDER #
Billing batch#:      921
  Order#      Date      Customer#  Eval At  Action
  2226 - 1    2/02/00      4 11:16:20  Order Held or In Use
  2299 - 1    2/25/00     302 11:16:24  Order Held or In Use
  2361 - 1    3/03/00     217 11:16:24  Selected Order Conflict
  2450 - 1    4/02/00     291 11:16:25  Order Line(s) On Hold
  2456 - 1    4/02/00     294 11:16:25  Order Line(s) On Hold
  2457 - 1    4/03/00     163 11:16:25  Order Held or In Use
  2570 - 1    4/05/00     295 11:16:28  Ship Complete Conflict
  2571 - 1    4/05/00     298 11:16:28  Order Held or In Use
  2578 - 1    4/12/00     317 11:08:59  **** Record Selected ****
  2579 - 1    4/12/00     155 11:08:59  **** Record Selected ****
Reserved Order Lines Evaluated:      25
Order Ship To Records Evaluated:     10
Order Ship To Records Selected:      2
Elapsed Time:  0:00:16
    
```

---

### Contents:

- description of the pick slip selection template you used at the Work with Pick Slip Generation Options Screen (**WPSG**)
- billing batch number for the pick slip run
- for each open or held order with any reserved items:
  - order number
  - ship-to number
  - order date

## CWDirect 18.0

- sold-to customer number
- time when the order was evaluated by the pick slip generation job
- action. Possible actions are:
  - \*\*\*\* Record Selected \*\*\*\* (a pick slip is being generated for the order; however, if the *Preauthorized orders only* field at the Pick Slip Generation (1 of 2) Screen (**WPSG**) is **selected**, it is possible for an order to be excluded during the credit card authorization process later in pick slip generation)
  - Beyond Order Cancel Date (the cancel date specified for the order has passed)
  - Order Held or in Use (there is a header-level hold, or a user is maintaining the order)
  - Order Line(s) on Hold (any reserved items on the order are on hold)
  - Future Arrival Date (a future arrival date is specified for the order)
  - C/G or S/A Conflict (any open, reserved items are coordinate grouped with one or more backordered items; or open, reserved items are part of a set with backordered components)
  - Ship Complete Conflict (the *Ship complete* flag for the order is **selected**, and one or more items is backordered; or, *Complete orders only* was selected at the Pick Slip Generation Screen (**WPSG**), and one of the items on the order was not reserved)

## CWDirect 18.0

The following actions are based on your selections at the Pick Slip Generation (1 of 2) Screen or Pick Slip Generation (2 of 2) Screen (**WPSG**):

- Selected Whs Conflict (the order is not being picked from one of the *Selected warehouses*)
  - Selected Via Conflict (the order is not shipping with one of the *Selected shippers*)
  - Selected Item Conflict (the open, reserved order lines do not include one of the *Selected items*)
  - Select Loc Conflict (the order does not include items stored in one of the *Selected location classes*)
  - Selected Order Conflict (the order was not one of the *Selected orders*)
  - Selected Cust Conflict (the sold-to customer on the order was not one of the *Selected sold-to customers*)
  - Selected PO# Conflict (the order does not include one of the *Selected purchase orders*)
  - Selected P/T Conflict (the order does not use one of the *Selected payment types*)
  - Selected Src Cat Conflict (the order's source code does not belong to one of the *Selected source categories*)
  - Selected LOB Conflict (the order is not associated with one of the *Selected lines of business*)
  - Selected Geo Zne Conflict (the order is not shipping to one of the *Selected geographic zones*)
  - Selected Ord Cmb Conflict (the items do not belong to a *Selected long SKU class*; this option is possible only if the *Order Combination Pick Selection Type (G47)* system control value is set to **L/S CLASS**)
  - Selected Itm Cls Conflict (the open, reserved items are not assigned to a *Selected item class*)
  - Selected State Conflict (the order is not shipping to a *Selected states*)
  - Selected Zip Conflict (the order is not shipping to a zip code in a selected *Postal code range*)
  - Selected SCF Conflict (the order is not shipping to a *SCF code range*, or is to an SCF specified with the *Exclude SCF range*)
  - Selected UPS Zone Conflict (the order is not shipping to one of the *Selected UPS zones*)
  - Selected P/P Zne Conflict (the order is not shipping to one of the *Selected P/P zones*)
  - Selected Restock Conflict (the order is not one of the *Store restock orders*)
  - Special Handling Conflict (the order does not match the specified special handling condition; for example, you **unselect Include S/H**, and the order requires special handling)
  - Gift Wrap Order Conflict (the items do not require gift wrap, and *Gift wrap orders only* was selected)
  - Single Line Only Conflict (for example, the order has more than one reserved order line, and *Single line orders only* was specified)
  - Order Priority Conflict (the order does not match one of the *Selected priorities* for order shipment)
  - Selected Arv Dte Conflict (the order's arrival date does not fall into the specified *Arrival date range*)
- total number of reserved order lines evaluated for pick slip generation

*CWDirect 18.0*

- total number of shipping addresses on orders evaluated for pick slip generation
- total number of pick slips generated
- total time elapsed during the pick slip generation job

## Pick Unit Report

**Purpose:** This report summarizes the number of pick slips, units, and total dollar value of single-line and multi-line pick slips in a billing batch.

**How to print:** The system generates this report automatically when you generate pick slips. (**Note:** There is no other way to generate this report, or reprint it after you generate pick slips.)

---

CWDirect Rel 5.0	Pick Unit Report	EKAPLAN	FLR1011	11/29/00 14:05:05	Page 1
	EZK Mail Order				
Billing Batch # . . . . . :	955				
Total Picks . . . . . :	7				
Units/All Picks . . . . . :	13				
Value/All Picks . . . . . :	327.25				
Single Line Picks . . . . . :	6				
Units/Single Line Picks . . . . . :	11				
Value/Single Line Picks . . . . . :	259.67				
Multi Line Picks . . . . . :	1				
Units/Multi Line Picks . . . . . :	2				
Value/Multi Line Picks . . . . . :	67.58				

---

### Contents:

- billing batch number for the pick slip run
- total number of pick slips printed for the billing batch. This total includes gift certificates, memberships, non-inventory items and subscriptions, even though these types of items bill automatically when you generate pick slips and do not actually appear on printed pick slips.
- total number of units on all items for the printed pick slips. This total includes the components of set items, non-inventory items, and continuity items, but does not include main set items, gift certificates, memberships, or subscriptions. However, accompanying items (set up through the Work with Accompanying Item screen) and promotional inserts (set up through Package Insert Processing (**WPIP**)) are included in this total.
- total dollar value of all the printed pick slips, including all tax, charges, freight, and handling. This total is calculated the same way as the total number of pick slips in the batch.

*CWDirect 18.0*

- total number of pick slips consisting of a single order line. This total is calculated the same way as the total number of pick slips in the batch.
- total number of units on single-line pick slips. This total is calculated the same way as the total number of units for the batch.
- total dollar value of all single-line pick slips. This total is calculated the same way as the total dollar value of the batch.
- total number of pick slips consisting of more than one order line. This total is calculated the same way as the total number of pick slips in the batch.
- total number of units on multi-line pick slips. This total is calculated the same way as the total number of units for the batch.
- total dollar value of multi-line pick slips. This total is calculated the same was as the total dollar value of the batch.

## Vendor Drop Ship Worksheet

**How to print:** The system generates this list when you process drop ship purchase orders at the Select Vendors for Drop Ship screen.

CWDirect Rel 4.2 Vendor Drop Ship Worksheet  
LJW MAIL ORDER CO

Vendor 25 FELINE SUPPLIES  
Item P00001 PICNIC TABLE

Order #	St#	Ord Date	Cust #	Sold To	Ship To	Prt Date	Phone #	D/S
4189	1	9/11/00	142	GARDENER, MARY MAIN STREET CENTER HARBOR, NH 03226 USA	GARDENER, MARY MAIN STREET CENTER HARBOR, NH 03226 USA	9/11/00		D/S CSF

Ln#	Item	SKU	Description	Qty	Price	Extension	Source
1	P000001		PICNIC TABLE	1	25.00	25.00	CCCS
Order Totals:				1		25.00	
Item P000001 Totals:				1		25.00	

CWDirect Rel 4.2 Vendor Drop Ship Worksheet  
LJW MAIL ORDER CO

Vendor 101 US VENDOR  
Item C00002 LAWN CHAIR

Order #	St#	Ord Date	Cust #	Sold To	Ship To	Prt Date	Phone #	D/S
4187	1	9/11/00	128	KATZ, KITTY B 12 BIGELOW ROAD PRINCETON, MA 01541 USA	KATZ, KITTY B 12 BIGELOW ROAD PRINCETON, MA 01541 USA	9/11/00	(978) 464-2279	D/S CSF

Ln#	Item	SKU	Description	Qty	Price	Extension	Source
1	C000002		LAWN CHAIR	1	35.00	35.00	CCCS
Order Totals:				1		35.00	
Item C000002 Totals:				2		35.00	

\*\* END OF REPORT \*\*

### Contents:

- Vendor number and description

For each drop ship order:

- Item code and description
- Order number
- Ship-to number

*CWDirect 18.0*

- Order date
- Sold-to customer number
- Sold-to name and address
- Ship-to name and address
- Date printed
- Ship-to phone number
- Drop Ship Output. Valid values are:
  - D/S CSF (You process drop ship orders for this vendor using the CWCollaborate interface.)
  - D/S PO (You process drop ship orders for this vendor using drop ship purchase orders generated through CWDirect.)
  - D/S PICK (You process drop ship orders for this vendor using drop ship pick slips.)
- Order detail line number
- Item code
- SKU, if any
- Item description
- Quantity
- Price
- Extended price
- Source code for the order
- Total quantity
- Total price

For each vendor item:

*CWDirect 18.0*

- Total quantity
- Total price

## Drop Ship Purchase Order List

**Purpose:** This report lists vendors for whom you have generated drop ship purchase orders using the Selecting Vendors for Drop Ship Processing (**MDSP**) menu option, the order number and purchase order number for each drop ship order, and whether the purchase order will be automatically processed through the CWCollaborate interface.

This report does not include vendors whose *Drop ship output* field is set to **P** (Pick slips), since you do not produce purchase orders (instead you produce pick slips) for these vendors.

**How to print:** The system generates this list when you process drop ship purchase orders at the Select Vendors for Drop Ship screen. .

P/O#	Vendor#	Due Date	Order#	Customer#	Name	CSF
746	25	9/11/00	4189 - 001	142	GARDENER, MARY	Y
747	101	9/11/00	4187 - 001	128	KITTY, ITTY B	Y
748	101	9/11/00	4188 - 001	130	WARREN, ABBEY	Y

### Contents:

- Purchase order number. The system automatically assigns purchase order numbers when you generate drop ship purchase orders.
- Vendor number
- Due Date. The system calculates this date by adding the number of days in the vendor item file to the order date, except when the arrival date on the order is later than the calculated date; in this case the due date is the arrival date.
- Order number
- Customer number and name
- CSF flag: if you use CWCollaborate to automatically process drop ship items for this vendor, the CSF flag will be set to **Y**.



*CWDirect 18.0*

- Purchase order number
- Source code
- Line number
- Quantity of the item in retailer's unit of measure
- Item number
- Item description
- Retail price per unit
- Extended price
- Any special handling details and charges (based on selections made from a custom special handling format)
- Total merchandise
- Total freight and handling charge
- Tax
- Order total

## Drop Ship Purchase Order

**How to print:** The system generates this list when you process drop ship purchase orders at the Select Vendors for Drop Ship screen (MDSP) if you have entered **P** or **V** in the *Print drop ship purchase orders* field on the Select Vendors for Drop Ship screen. .

Vendor	Purchase Order	PO#	Rev
25		913	0
		Page	1

To:	Ship To:
FELINE SUPPLIES	GARDENER, MARY
10 SPEEN STREET	MAIN STREET
FRAMINGHAM MA 01701	CENTER HARBOR NH 03226
USA UNITED STATES	USA UNITED STATES
CONTACT NAME	LINDA WARREN
#	Ext

10/09/00	NET 30 DAYS	10/12/00	CCC
----------	-------------	----------	-----

1 BEST WAY SHIPPER	DRP SHP ORD#00004373
VENDOR NOTE LINE 1	

1 PR	V-LAWN CHAIR BROWN	LAWN CHAIR	BRN	44.4400
	VENDOR LAWN CHAIR BROWN			44.4400
2				.0000
				.0000
2		COLOR 001		.0000
				.0000
2		SIZE 101		.0000
				.0000
		MESSAGE TEXT MJG		
			Total Units:	7
		Total \$:		44.4400

Signature

### Contents:

- Purchase order number
- Vendor number
- Vendor name and address
- Ship to name and address

*CWDirect 18.0*

- Vendor contact name
- Date the purchase order was generated
- The vendor's terms
- Due date. The system calculates this date by adding the number of days in the vendor item file to the order date, except when the arrival date on the order is later than the calculated date; in this case the due date is the arrival date.
- Offer
- Ship via from the purchase order
- Drop ship order number
- Quantity and unit of measure for the item
- Item number and description
- Vendor price
- Custom special handling information, if any
- Total price

## Carryover Report

**Purpose:** This report displays unconfirmed pick tickets whose date is on or before the pick print date you specify.

The report groups pick tickets by warehouse and sorts in batch number, pick control number sequence. A final total prints at the end of the report.

**How to print:** Specify a date and select **Submit** to submit the CARRYOVER job at the Print Carryover Report screen (**PCOR**).

---

CWDirect	Rel 6.0	<b>Carryover Report</b>		KBOTTGER	FLR0136	10/02/02 10:34:43	Page	1
			KAB Co.					
Picks printed on or before: 10/02/02								
Batch #	Pick #	Sts Typ S/H	-- Printed On --	Order #	Via	Pick Total	Sold To	
Warehouse . :	20	WAREHOUSE 20	FOR YEAR 2002					
1962	3961	R	9/09/02 16:35:45	6399 - 001 01		13.00	6 PAWS AND CLAWS PET SUPPLIES ATTN: M	
		Date	9/09/02 Total	Picks:	1	13.00		
1965	3969	R	9/12/02 12:15:42	6412 - 001 01		8.00	6 PAWS AND CLAWS PET SUPPLIES ATTN: M	
		Date	9/12/02 Total	Picks:	1	8.00		
1983	3989	R	9/16/02 14:44:42	6498 - 002 01		525.00	43 PARKSIDE APARTMENTS ATTN: MCSTAY, M	
		Date	9/16/02 Total	Picks:	1	525.00		
		Type R Total		Picks:	3	546.00		
Warehouse 20	Total			Picks:	3	546.00		

---

CWDirect	Rel 6.0	<b>Carryover Report</b>		KBOTTGER	FLR0136	10/02/02 10:34:43	Page	2
			KAB Co.					
Picks printed on or before: 10/02/02								
Batch #	Pick #	Sts Typ S/H	-- Printed On --	Order #	Via	Pick Total	Sold To	
Warehouse . :	40	WAREHOUSE 40						
810	2358	P R	10/22/99 8:41:45	3604 - 001 01		69.30	11 NONNIE, NONA	
		Date	10/22/99 Total	Picks:	1	69.30		
812	2360	P R	10/27/99 8:09:30	3615 - 001 01		667.50	11 NONNIE, NONA	
		Date	10/27/99 Total	Picks:	1	667.50		
1154	3089	M R	12/08/00 15:00:53	4367 - 001 03		26.25	37 FARANT, JEANNETTE	
		Date	12/08/00 Total	Picks:	1	26.25		
		Type R Total		Picks:	3	763.05		
Warehouse 40	Total			Picks:	3	763.05		
Final Total				Picks:	6	1,309.05		

---

### Contents:

- **Picks printed on or before:** The date you specified at the Print Carryover Report screen.

## CWDirect 18.0

- **Batch #:** The billing batch number for the pick ticket.
- **Pick #:** The pick control number for the pick ticket.
- **Status:** The status of the pick ticket.
  - The system includes pick tickets whose status is blank (open), **M** (manifest submission), **O** (carryover), **P** (packed), or **R** (reprinted).
  - The system does not include pick tickets whose status is **A** (submitted to async), **B** (billing pending), **C** (confirmed), **D** (declined authorization), **E** (async processing error), **L** (waiting for carousel), **S** (suspended), **V** (void), **W** (waiting for authorization), **Z** (authorized), or **3** (post-carousel).
- **Type:** The generation type for the pick ticket, including **R** (regular), **D** (drop ship), **S** (special handling), and **M** (master pick ticket).
- **S/H:** Indicates if the pick ticket contains one or more items with special handling. The system looks at the *Additional charge code* field in the Pick Control Detail file to determine if an item has special handling.
  - **Y** indicates one or more items on the pick ticket have special handling.
  - **blank** indicates no items on the pick ticket have special handling.
- **Printed on:** The date and time the pick ticket was printed, from the *Date printed* field and *Time printed* field in the Pick Control Header file.
- **Order #:** The order number associated with the pick ticket, from the *Order #* field in the Pick Control Header file.
- **Via:** The ship via associated with the pick ticket, from the *Ship via code* field in the Pick Control Header file.
- **Pick total:** The pick total for the pick ticket, from the *Total order amount* field in the Pick Control Header file.
- **Sold to:** The number and name of the sold to customer on the pick ticket, from the *Customer #* field and *First*, *Last*, and *Company* fields in the Pick Control Header file.
- **Date total:** The total number of unconfirmed pick tickets that printed on a specific date and the pick total for those pick tickets.
- **Type total:** The total number of unconfirmed pick tickets of a specific generation type and the pick total for those pick tickets.
- **Warehouse total:** The total number of unconfirmed pick tickets for a specific warehouse and the pick total for those pick tickets.

*CWDirect 18.0*

- **Final total:** The total number of unconfirmed pick tickets, across all pick print dates, generation types, and warehouses and the pick total for those pick tickets.

## Carryover/Billing Pending Report

**Purpose:** This report displays pick tickets whose date is on or before the pick print date you specify and whose status is **B** (billing pending).

The report groups pick tickets by warehouse and sorts in batch number, pick control number sequence. A final total prints at the end of the report.

**How to print:** Specify a date and select **Submit** to submit the CARRYOVER job at the Print Carryover Report screen (**PCOR**).

---

CWDirect	Rel 6.0	Print Carryover Rpt/B	PF	KBOTTGER	FLR0911	10/02/02 11:20:36	Page	1
			KAB Co.					

Picks printed on or before: 10/02/02

Batch #	Pick #	Sts	Typ	S/H	--	Printed On	--	Order #	Via	Pick Total	Sold To
Warehouse .	:	40	WAREHOUSE	40							
751	1997	B	R			4/12/99 11:40:56		3421 - 001 01		33.00	41 LETENDRE, IRENE
754	2006	B	R			4/12/99 16:55:43		3426 - 001 01		66.00	41 LETENDRE, IRENE
				Date		4/12/99 Total		Picks:	2	99.00	
759	2021	B	R			4/13/99 9:39:34		3437 - 001 01		66.00	41 LETENDRE, IRENE
759	2024	B	R			4/13/99 9:39:37		3437 - 003 01		66.00	41 LETENDRE, IRENE
				Date		4/13/99 Total		Picks:	2	132.00	
779	2120	B	R			4/16/99 13:29:25		3489 - 003 01		66.00	41 LETENDRE, IRENE
780	2124	B	R			4/16/99 13:52:29		3491 - 003 01		33.00	41 LETENDRE, IRENE
780	2127	B	R			4/16/99 13:52:29		3491 - 006 01		33.00	41 LETENDRE, IRENE
				Date		4/16/99 Total		Picks:	3	132.00	
		Type R	Total					Picks:	7	363.00	
Warehouse 40	Total							Picks:	7	363.00	
Final Total								Picks:	7	363.00	

---

### Contents:

- **Picks printed on or before:** The date you specified at the Print Carryover Report screen.
- **Batch #:** The billing batch number for the pick ticket.
- **Pick #:** The pick control number for the pick ticket.
- **Status:** The status of the pick ticket. The system includes only pick tickets whose status is **B** (billing pending).
- **Type:** The generation type for the pick ticket, including **R** (regular), **D** (drop ship), **S** (special handling), and **M** (master pick ticket).

### CWDirect 18.0

- **S/H:** Indicates if the pick ticket contains one or more items with special handling. The system looks at the *Additional charge code* field in the Pick Control Detail file to determine if an item has special handling.
  - **Y** indicates one or more items on the pick ticket have special handling.
  - **blank** indicates no items on the pick ticket have special handling.
- **Printed on:** The date and time the pick ticket was printed, from the *Date printed* field and *Time printed* field in the Pick Control Header file.
- **Order #:** The order number associated with the pick ticket, from the *Order #* field in the Pick Control Header file.
- **Via:** The ship via associated with the pick ticket, from the *Ship via code* field in the Pick Control Header file.
- **Pick total:** The pick total for the pick ticket, from the *Total order amount* field in the Pick Control Header file.
- **Sold to:** The number and name of the sold to customer on the pick ticket, from the *Customer #* field and *First, Last, and Company* fields in the Pick Control Header file.
- **Date total:** The total number of unconfirmed pick tickets that printed on a specific date and the pick total for those pick tickets.
- **Type total:** The total number of unconfirmed pick tickets of a specific generation type and the pick total for those pick tickets.
- **Warehouse total:** The total number of unconfirmed pick tickets for a specific warehouse and the pick total for those pick tickets.
- **Final total:** The total number of unconfirmed pick tickets, across all pick print dates, generation types, and warehouses and the pick total for those pick tickets.

## Batch Confirmed Report

**Purpose:** Use this report to review summary information for a batch of pick slips, such as the per unit meter charge and total pick slips confirmed.

**How to print:** Confirm picks by batch number at the Batch Confirmation pop-up window (**MCON**).

---

CWDirect Rel 3.0	Batch Confirmed Report	KLETENDRE FLR0680 3/19/98 Page 1
	The KL Mail Order Company	
Billing Date. . . . .	3/19/98	
Billing Batch #. . . . .	566	
Ship Via. . . . .	1 UPS GROUND	
Meter Charge. . . . .	76.00	
Meter Charge Per Unit. :	12.67	
Total Picks Confirmed. :	3	
Total Units. . . . .	6	

---

### Contents:

- Billing Date
- Billing Batch Number
- Ship via
- Meter charge
- Meter charge per unit (meter charge / total units in batch = meter charge per unit)
- Total picks confirmed
- Total units



## Fill Rate Report

**Purpose:** This report shows you the number and percentage of orders that you have stock for on the first shipment (therefore, shipping the order complete), plus the number and percentage of orders with backordered items.

The column on the left of the report shows you up to 8 weeks in the specified date range for the specified offer or all offers that are effective during these dates.

For example, in week 1, you had the ability to ship 7 orders complete, or 58.33% of all orders shipped in week 1. The calculation is:

$$7 / (7 + 3 + 2 + 0 + 0)$$

**How to print:** Select the *Fill Rate Report* field on the Submit Fill Rate Reports screen (PFRR).

---

CWDirect Rel 1.2	Fill Rate Report	LEE_H	FRR0001	3/08/96 14:06:11	Page	1				
	Mail Order Company									
Date Range:	1/01/95 - 3/08/96									
Offer:										
INSTOCK RATE:										
	Orders		Orders		Orders		Orders		Orders	
	100% instock		1-2 lines B/O		3-5 lines B/O		6-8 lines		8+ lines B/O	
	#	%	#	%	#	%	#	%	#	%
WEEK 1 OF DATE RANGE	7	58.33	3	25.00	2	16.66	0	.00	0	.00
WEEK 2 OF DATE RANGE	40	80.00	7	14.00	3	6.00	0	.00	0	.00
WEEK 3 OF DATE RANGE	21	84.00	4	16.00	0	.00	0	.00	0	.00
WEEK 4 OF DATE RANGE	15	83.33	3	16.66	0	.00	0	.00	0	.00
WEEK 5 OF DATE RANGE	5	71.42	2	28.57	0	.00	0	.00	0	.00
WEEK 6 OF DATE RANGE	10	83.33	2	16.66	0	.00	0	.00	0	.00
WEEK 7+ OF DATE RANGE	550	71.15	201	26.00	11	1.42	4	.51	7	.90
WEEK 7+ OF DATE RANGE	31	60.78	19	37.25	1	1.96	0	.00	0	.00
Totals	679	71.62	241	25.42	17	1.79	4	.42	7	.73

---

### Contents:

- **Date range:** The dates for which you want to report on your backorder/fulfillment status. This date range is associated with the effective dates for the offer, as defined in the *Offer date range* fields in the Offer file. Only offers effective during this date range will be included on these reports.

### *CWDirect 18.0*

- **Offer:** The code for the catalog, space or television advertisement you want to report on. The report will reflect the backorder/fulfillment status for this offer only. Offer codes are defined in and validated against the Offer file.

#### **Instock rate:**

- **Orders 100%:** This column shows the number and percentage of orders that had stock for all items on the first shipment. Because of this, you were able to ship these orders complete.
- **Orders xx:** lines backordered. These columns show the number and percentage of orders that did not have stock for all items on the order, so that one or more items were backordered and the order required more than one shipment.
- **Week x of date range:** These rows on the report show the fill rate for each week in the offer. This information shows how well you forecasted demand for items in the offer.
- **Totals:** The totals at the bottom of the report give the number and percentage of orders that were completely in stock or with varying degrees of backordered items.

## Shipment Summary Report

**Purpose:** This report shows you the number and percentage of orders with single and multiple shipments during a particular date range (during the offer). This information helps you identify where you are losing money on multiple shipments, which may indicate a problem forecasting demand for items advertised in an offer.

For example, if you shipped 92 pick slips in week 1, 73.01% of the orders have had just one shipment. The calculation is:

$$92 / (92 + 12 + 18 + 1 + 1 + 0 + 2)$$

**Note:** This report presents totals for all orders with shipments in the selected period, regardless of status. Of the 92 orders for which you made single shipments in the sample report, an unknown percentage may still be open due to backorders.

**How to print:** Select the *Shipment Summary Report* field on the Submit Fill Rate Reports screen (**PFRR**).

---

CWDirect Rel 1.2	Shipment Summary Report	LEE_H	FRR0002	3/08/96 14:06:11	Page	1		
	Mail Order Company							
Offer:								
Date Range:	1/01/95 - 3/08/96							
	1 %	2 %	3 %	4 %	5 %	6 %	7+ %	Total
	-----	-----	-----	-----	-----	-----	-----	-----
Shipments:	92 73.01	12 9.52	18 14.28	1 .79	1 .79	0 .00	2 1.58	126

---

### Contents:

- **Date range:** The dates for which you want to report on your backorder/fulfillment status. This date range is associated with the effective dates for the offer, as defined in the *Offer date range* fields in the Offer file. Only offers effective during this date range will be included on these reports.
- **Offer:** The code for the catalog, space or television advertisement you want to report on. The report will reflect the backorder/fulfillment status for this offer only. Offer codes are defined in and validated against the Offer file.
- **Shipments:** The number and percentage of shipments on orders during the specified date range. This report provides totals for orders that have generated one shipment, plus orders that have required 2, 3, 4, 5, 6, 7 or more shipments. Multiple shipments indicates that the order contained items that were not in stock and had to be backordered.

## Backorder Summary Report

**Purpose:** This is an aging report that shows you:

- the number of orders that have not yet had any items shipped
- the number of orders that have already had one or more shipments and are still open
- the corresponding number of days since the order was entered on the system (the number of days that the order has been open)

This information helps you identify the number of days orders remain open waiting for shipment of backordered items. For example, the report shows that you have 383 open orders for which you have already made one shipment, that are still open four to seven days after order entry.

**How to print:** Select the *B/O Summary Report* field on the Submit Fill Rate Reports screen (**PFRR**).

---

CWDirect Rel 1.2	B/O Summary Report	LEE_H	FRR0007	3/08/96 14:07:02	Page	1
	Mail Order Company					

Aging of:

	Days Open						
	0 - 3	4 - 7	8 - 14	15 - 21	22 - 30	31 - 45	46 +
0 Shipment Orders	1569	214	362	121	152	150	990
1 Shipment Orders	231	383	683	256	399	288	776
2 Shipment Orders	8	26	93	63	109	97	413
3 Shipment Orders	0	0	9	9	31	25	157
4 Shipment Orders	0	0	2	1	3	6	62
5 Shipment Orders	0	0	0	0	1	1	33
6 Shipment Orders	0	0	0	0	0	0	10
7+ Shipment Orders	0	0	0	0	0	0	15

---

### Contents:

- **Aging buckets:** Seven different aging buckets that show the number of days an order has been open on the system (the number of days since the order was entered) and the number of shipments that have been made to date on the order. The aging buckets are pre-defined to the following number of days:
  - 0-3 days
  - 4-7 days

*CWDirect 18.0*

- 8-14 days
- 15-21 days
- 22-30 days
- 31-45 days
- 46 or more days

(This information might indicate that you may not have much movement on orders that have been on the system for a period of time, which might point to a problem with your vendor, purchasing department or projecting demand for items sold in the offer.)

- **# of shipments:** This column breaks out information on the report by the number of shipments that have already been made on each order that is still currently open. Once the order is closed, it is not included in the totals on this report. Ideally, you want to ship an order complete, in one shipment. Otherwise, you start losing money on shipping. The number of shipments reported here are: 1, 2, 3, 4, 5, 6 and 7 or more shipments on an order.

## Manifest Audit Report

### Sorted by Scan Date/Pick Control Number

**Purpose:** Use this report to help you determine the shipment status of packages you have sent to the PC manifesting station. The system writes an audit record each time you receive an upload from the PC manifest or you manually confirm a pick slip by pick control number. The Print Manifest Audit Report menu option allows you to choose the format and other selection criteria for printing a report of manifest audit records.

**Note:** You can use this report only if the *Use Pick Label Tracking in Manifest Interface? (D48)* system control value is **selected**; you will still be able to use the report, even if the *Number of Pick Control Labels (D47)* system control value is set to 1.

**How to print:** Select **Accept Save Dflt** after completing the Manifest Audit Report screen (**PMAR**).

---

CWDirect Rel 2.5 Manifest Audit Report EKAPLAN FLR0640 12/16/97 9:30:09 Page 1  
EZK Mail Order

Scan Date 12/11/97

Pick Control	Label	Order #	St#	Via	Merchandise	Billing Batch	Batch Date	Scan Date	Scan Time	Invoice #
4517	1	2916	1	2	60.00	670	12/12/97	12/12/97	10:20:00	2846
4517	2	2916	1	2	.00	670	12/12/97	12/12/97	10:21:00	0
4518	1	2968	1	2	.00	0	12/12/97	12/12/97	10:25:00	0
4518	2	2968	1	2	1.38	670	12/12/97	12/12/97	10:21:00	2847
4519	1	2578	1	2	25.00	671	12/12/97	12/12/97	11:56:00	2848

Totals for Scan Date 12/12/97 :

# of Picks . . . :	3
Multiple labels:	2
Sent to billing:	3
Invoiced . . . :	3
Merchandise . . . :	86.38

Scan Date 12/15/97

---

### Contents:

- the date the packages were scanned
- pick control number

### *CWDirect 18.0*

- pick label number
- order number
- order ship-to number
- ship via (the carrier or service to deliver the merchandise to your customer)
- merchandise dollar total. Second and subsequent labels for the same pick slip will have a merchandise total of zero.
- billing batch number
- batch date (the date you generated the pick slips)
- scan date
- the time the package was scanned
- invoice number. Second and subsequent labels for the same pick slip will have an invoice number of zero.
- totals for the scan date, including:
  - total number of unique pick control numbers for the billing batch
  - total number of duplicate labels scanned. This number indicates the number of pick slips that shipped in more than one package.
  - total number of records sent to billing. This total should equal the total number of pick slips, as second and subsequent labels would not normally go to billing.
  - total number of records invoiced, or processed by billing. This total should not exceed the total number of pick slips.
  - total merchandise dollars for the billing batch

CWDirect 18.0

**Sorted by Scan Date/Order Number**

**How to print:** Select **Accept Save Dflt** after completing the Manifest Audit Report screen (**PMAR**).

---

CWDirect Rel 2.5 Manifest Audit Report EKAPLAN FLR0638 12/16/97 9:30:08 Page 1  
EZK Mail Order

Scan Date 12/12/97

Order #	St#	Pick Control	Label	Via	Merchandise	Billing Batch	Batch Date	Scan Date	Scan Time	Invoice #
2578	1	4519	1	2	25.00	671	12/12/97	12/12/97	11:56:08	2848
2916	1	4517	1	2	60.00	670	12/12/97	12/12/97	10:20:22	2846
2916	1	4517	2	2	.00	670	12/12/97	12/12/97	10:21:00	0
2968	1	4518	2	2	1.38	670	12/12/97	12/12/97	10:21:47	2847
2968	1	4518	1	2	.00	672	12/12/97	12/12/97	10:25:16	0

Totals for Scan Date 12/12/97 :

# of Picks . . . : 3  
Multiple labels: 2  
Sent to billing: 3  
Invoiced . . . : 3  
Merchandise . . : 86.38

---

CWDirect 18.0

Contents: See [Manifest Audit Report](#).

**Sorted by Batch Date**

**How to print:** Select **Accept Save Dflt** after completing the Manifest Audit Report screen (**PMAR**).

---

CWDirect Technical Class	Manifest Audit Report	EKAPLAN	FLR0565	12/15/97 15:43:25	Page	2		
	EZK Mail Order							
Batch Date 12/12/97								
Billing Batch	670							
Pick	Label	Order #	St#	Via	Merchandise	Scan Date	Scan Time	Invoice #
Control								
4516	1	2968	1	2	20.00	12/12/97	10:25:00	2845
4517	1	2916	1	2	60.00	12/12/97	10:20:00	2846
4517	2	2916	1	2	.00	12/12/97	10:21:00	0
4518	2	2968	1	2	1.38	12/12/97	10:21:00	2847
Totals for Billing Batch			670 :					
# of Picks . . . :			3					
Multiple labels:			1					
Sent to billing:			3'es					
Invoiced . . . :			3					
Merchandise . . :			81.38					
Totals for Batch Date 12/12/97 :								
# of Picks . . . :			3					
Send to Billing:			3					
Invoiced . . . :			3					
Merchandise . . :			81.38					

---

Contents: See [Manifest Audit Report](#).

## Manifest Download Report

**Purpose:** Use this report to review records downloaded to the PC manifest station and/or to list downloaded records before you begin scanning so that you can tie out downloads to uploads. This report includes records in the Manifest Download New (**FLMNDL**) file. The system uses this file for your PC manifest downloads if the *Use Pick Label Tracking in Manifest Interface? (D48)* system control value is **selected**.

**How to print:** Select **Accept** after completing the Manifest Download Report screen (**PMDN**).

---

CWDirect Rel 2.5 Manifest Download Report EKAPLAN FLR0568 12/16/97 15:45:51 Page 1

EZK Mail Order

Batch Date 12/12/97 Batch Time 10:10:24

Pick Control	Label	Via	Last Name	City	St	Postal Code	Value
4517	1	2	SARAH BROWN S COMPANY	WORCESTER	MA	01609	10.00
4517	2	2	SARAH BROWN S COMPANY	WORCESTER	MA	01609	10.00
4518	1	2	SARAH BROWN S COMPANY	WORCESTER	MA	01609	20.00
4518	2	2	SARAH BROWN S COMPANY	WORCESTER	MA	01609	20.00
Totals for Batch Date 12/12/97 Batch Time 10:10:24 :					Total picks:	2	60.00
Totals for Batch Date 12/12/97 :					Total picks:	935	12456.78

---

### Contents:

- the date the batch was created
- the time the picks on the batch were created
- pick control number
- pick label number. The number of label records downloaded is based on the *Number of Pick Control Labels (D47)* field in the System Control file.
- the ship via code of the shipper to deliver the merchandise
- the last name of the ship-to customer
- the ship-to customer's city, state, and postal code
- the potential value of the package (the cost of the items; if there is more than one label for the pick slip, each label will have the same potential value, since you cannot predict which label would actually be used to ship the merchandise)

*CWDirect 18.0*

- total pick slips for the batch date/time
- total pick slips for the batch date

**Note:** If you generate more than one label, the total dollar values will be based on the potential value of each label.

## Manifest Audit Error Report

**Purpose:** Use this report to determine which upload records received an error when they were uploaded from the PC manifesting station.

**How to print:** The PCMANASYNC job generates this report.

---

CWDirect Rel 2.5	Manifest Audit Error Log	KLETENDRE	FLR0645	1/30/98	10:40:54	Page 1
Batch Date	1/30/98					

Cmp Cntrl #	Pick #	Label #	Scan Date	Scan Time	Meter Charges	Weight	Station ID	Tracking #	Error ID	Error Description	Ship Via
555	1449	1	1/30/98	10:33:00	2.00	6.00	manifest1	5984379	OA25145	Man Upd Dupl Pck Cntl Hd	1
555	1450	1	1/30/98	10:32:00	.50	9.00	manifest1	786453	OA25145	Man Upd Dupl Pck Cntl Hd	1
555	1452	2	1/30/98	10:32:00	.80	6.00	manifest1	786453	OA25143	Man Upd Misg Pck Cntl Hd	1
555	1454	1	1/30/98	11:54:07	2.00	23.25	manifest1	874955	OA25143	Man Upd Misg Pck Cntl Hd	1
Final Number of errors:				4							

---

### Contents:

- The date the batch was created
- Company
- Pick control number
- Pick label number (The number of label records downloaded is based on the *Number of Pick Control Labels (D47)* system control value. This field may be blank if the *Use Pick Label Tracking in Manifest Interface? (D48)* system control value is **unselected**.)
- Scan date (the date the packages were scanned)
- Scan time (the time the packages were scanned)
- Meter charges
- Weight
- Station ID
- Tracking number

*CWDirect 18.0*

- Error ID
- Error description
- Ship via (the ship via code of the shipper to deliver the merchandise)
- Final number of errors



*CWDirect 18.0*

- Last name of ship to customer (if a last name has not been defined for the customer, the system prints the company name instead)
- First name of ship to customer
- Phone number of ship to customer

## Warehouse List Exceptions Report

**Purpose:** The Warehouse List Exceptions report lists each warehouse list that does not contain at least one HDL warehouse (*Retail type* for the warehouse is **H**) and one non-HDL warehouse.

**How to print:** Select **Submit** at the Submit Warehouse List Exception Report Screen (**WHLE**).

CWDirect Rel 10.5		Warehouse List Exceptions		KBOTTGER FLR1174 9/20/06 8:34:02 Page 1	
		KAB Co			
WHL Whse list code	WHL Description	Position	Whs	Name	Retail type
1	NORTH DESTINATIONS	1	10	THE MAIN WAREHOUSE	M
1	NORTH DESTINATIONS	2	3	TAN CATALOG WAREHOUSE	
1	NORTH DESTINATIONS	3	40	WAREHOUSE 40	
4	WEST DESTINATIONS	1	40	WAREHOUSE 40	
4	WEST DESTINATIONS	2	3	TAN CATALOG WAREHOUSE	
5	FOREIGN DESTINATIONS	4	25	KERI'S WAREHOUSE	
5	FOREIGN DESTINATIONS	1	25	KERI'S WAREHOUSE	
5	FOREIGN DESTINATIONS	2	27	MAC'S TESTING WAREHOUSE	
5	FOREIGN DESTINATIONS	3	25	KERI'S WAREHOUSE	S
6	206 WAREHOUSE LIST	10	13	13 WAREHOUSE IN WHS LIST	
6	206 WAREHOUSE LIST	20	12	12 WAREHOUSE IN WHS LIST	
6	206 WAREHOUSE LIST	30	11	11 WAREHOUSE IN WHS LIST	

### Contents:

- **WHL whse list code (warehouse list code):** A code for the warehouse list that does not contain at least one HDL warehouse and one non-HDL warehouse. From the *WHL whse list code* field in the Warehouse List file.
- **WHL description:** A description of the warehouse list. From the *WHL description* field in the Warehouse List file.
- **Position:** The sequence number assigned to the warehouse, in ascending order from 1 to 999. Orders are allocated from the warehouse assigned to position 1 first. From the *WLD seq #* field in the Warehouse List Details file.
- **Whs (warehouse):** A code for a warehouse in the warehouse list. From the *Whs* field in the Warehouse file.
- **Name:** The name of the warehouse in the warehouse list. From the *Name* field in the Warehouse file.
- **Retail type:** The retail type assigned to the warehouse. From the *Retail type* field in the Warehouse file.

*CWDirect 18.0*

- **H** = HDL (Home Delivery service) warehouse.
- **M** = Main retail outlet warehouse.
- **S** = Satellite retail outlet warehouse.

## Item Warehouse Exceptions Report

**Purpose:** The Item Warehouse Exceptions report lists each item that does not have at least one item warehouse record for a non-HDL warehouse in each warehouse list.

**How to print:** Select **Submit** at the Submit Warehouse List Exception Report Screen (**WHLE**).

CWDirect Rel 10.5		Item Warehouse Exceptions		KBOTTGER FLR1177 9/20/06 10:36:22 Page 1			
		KAB Co					
ITM Number	SKU Code	Description	Whse list	Whs list	Whs list	Retail outlet	Comment
			list	Details			
RST600		RST600 ITEM DESCRIPTION	1	10 THE MAIN WAREHOUSE			*No item whs
RST600		RST600 ITEM DESCRIPTION	1	3 NORTHEAST WAREHOUSE	M		*No item whs
RST600		RST600 ITEM DESCRIPTION	1	40 MIDWEST WAREHOUSE	S		*No item whs
RST600		RST600 ITEM DESCRIPTION	4	40 MIDWEST WAREHOUSE	S		*No item whs
RST600		RST600 ITEM DESCRIPTION	4	3 NORTHEAST WAREHOUSE	M		*No item whs
RST600		RST600 ITEM DESCRIPTION	5	25 WESTCOAST WAREHOUSE			*No item whs
RST600		RST600 ITEM DESCRIPTION	5	27 NORTHWEST WAREHOUSE			*No item whs
RST600		RST600 ITEM DESCRIPTION	5	25 WESTCOAST WAREHOUSE			*No item whs
RST600		RST600 ITEM DESCRIPTION	5	25 WESTCOAST WAREHOUSE			*No item whs

### Contents:

- **ITM number:** A code for the item that is not associated with a non-HDL warehouse in each warehouse list. From the *ITM number* field in the Item file.
- **SKU code:** The SKU code for the item. From the *SKU code* field in the SKU file.
- **Description:** A description of the item. From the *Description* field in the Item file.
- **Whse list:** A code that represents a warehouse list. From the *WHL whse list code* field in the Warehouse List file.
- **Whs list details:** The code and description of each warehouse in the warehouse list. From the *Whs* field and *Name* field in the Warehouse file.
- **Retail outlet:** The retail type assigned to the warehouse. From the *Retail type* field in the Warehouse file.
  - **H** = HDL (Home Delivery service) warehouse.
  - **M** = Main retail outlet warehouse.

*CWDirect 18.0*

- **S** = Satellite retail outlet warehouse.
- **Comment:** \*No item whs displays if the item does not have an item warehouse record for the warehouse in the warehouse list.

## Drop Ship Integration Items on Hold from Vendor Report

**Purpose:** This report lists CWCollaborate or Locate drop ship items put on hold by the vendor. Only items that are currently on hold are included in the report.

**How to print:** Enter **1** in the selection field at the Drop Ship Integration Reports screen (PDSR).

---

CWDirect	Rel 17.0	Drop Ship Integration Items	EKAPLAN	FLR1009	1/22/14	8:19:26	Page	1
		EZK Mail Order						
ON HOLD FROM VENDOR								
From: 12/31/13 To: 1/22/14								
Vendor	3 AVIAN SUPPLY	Telephone (508) 111-1111						
Vnd Hld Date	Sales Order#	Line#	Sold To	Item	SKU	Qty	Ext Cost	Ext Price
1/17/14	200808 - 001	1	MITTENS, JACK	MILLET		1	10.01	5.00
	PO#	2209 -	1 Tel#:	6 OZ. PACKAGE MILLET SPRAYS		Status: Held		
Email:	reason description entered by vendor							
-----								
				Vendor units:		1		
				Total units:		1		

---

### Contents:

- Date range: The date range, if any, entered at the Drop Ship Integration Reports screen. If you enter a range of dates, the report includes items on purchase orders put on hold within that date range and that are still on hold.
- Vendor number and name
- Vendor telephone number
- Date when the vendor put the line on hold. If the line was on hold more than once, this is the most recent date.
- Sales order number and ship-to extension
- Order line number
- Sold-to customer. The customer's company name or name (last, first). If the customer has both name and company name, the report lists the company name, with the customer name after the label ATTN. Up to twenty positions.
- Item code
- SKU code, if any
- Quantity
- Extended cost: The vendor's price for the item, from the PO Detail, Vendor Item, or SKU file, in that order, times the quantity
- Extended price. The retailer's price for the item (the price charged to the customer), times the quantity
- Purchase order number
- Purchase order line number

### *CWDirect 18.0*

- Tel #: The sold-to customer's evening phone number, if any; otherwise, the daytime phone number
- Item description
- Status of the line: Always Held
- Customer's email address
- Additional information or hold reason description entered by the vendor. If the vendor has entered multiple reason descriptions, this is the most recent entry.
- Total number of vendor units and purchase order units. These quantities should be the same for Locate, since the Locate Supplier Direct Fulfillment module does not support unit of measure conversion.

Each vendor's orders start on a new page.



### *CWDirect 18.0*

- Item code
- SKU code, if any
- Quantity
- Extended cost: The vendor's price for the item, from the PO Detail, Vendor Item, or SKU file, in that order, times the quantity
- Extended price. The retailer's price for the item (the price charged to the customer), times the quantity
- Purchase order number
- Purchase order line number
- Tel #: The sold-to customer's evening phone number, if any; otherwise, the daytime phone number
- Item description
- Status of the line. A blank status on the report indicates that the line is currently in New Order status in Locate.
- Customer's email address
- Additional information or change reason description, if any, entered by the vendor. If the vendor has entered multiple reason descriptions, this is the most recent entry.
- Total number of vendor units and purchase order units. These quantities should be the same for Locate, since the Locate Supplier Direct Fulfillment module does not support unit of measure conversion.

Each vendor's orders start on a new page.

## Drop Ship Items Pending Cancellation

**Purpose:** This report lists CWCollaborate or Locate drop ship items for which you have submitted cancel requests that are still pending.

**How to print:** Enter **3** in the selection field at the Drop Ship Integration Reports screen (PDSR). .

---

CWDirect	Rel 17.0	Drop Ship Integration Items	EKAPLAN	FLR1009	1/22/14	8:19:51	Page	1
		EZK Mail Order						

PENDING CANCELLATION

From: 12/01/13 To: 1/22/14

Vendor 3 AVIAN SUPPLY Telephone (508) 111-1111

Can Req Date	Sales Order#	Line#	Sold To	Item	SKU	Qty	Ext Cost	Ext Price
1/03/14	200257 - 001	2	JAKE INDUSTRIES ATTN: VAN	MILLET		3	30.03	10.02
	PO# 2170 -	2	Tel#:	6 OZ. PACKAGE MILLET SPRAYS			Status: Held	
	Email: jake_van_voorhis@funmail.com							
-----								
1/15/14	200786 - 001	4	BEY, MOLLY	BR123	LRGE	1	1.95	10.00
	PO# 2186 -	3	Tel#:	BIRDIE BREAD			Status:	
	Email: deerdevil@gmail.com							
-----								
				Vendor units:		2		
				Total units:		2		

---

### Contents:

- Date range: The date range, if any, entered at the Drop Ship Integration Reports screen. If you enter a range of dates, the report includes purchase order lines only if the cancel request was sent within the range of dates.
- Vendor number and name
- Vendor telephone number
- Date when you submitted the cancel request
- Sales order number and ship-to extension
- Order line number
- Sold-to customer. The customer's company name or name (last, first). If the customer has both name and company name, the report lists the company name, with the customer name after the label ATTN. Up to twenty positions.
- Item code
- SKU code, if any
- Quantity
- Extended cost: The vendor's price for the item, from the PO Detail, Vendor Item, or SKU file, in that order, times the quantity
- Extended price. The retailer's price for the item (the price charged to the customer), times the quantity

### *CWDirect 18.0*

- Purchase order number
- Purchase order line number
- Tel #: The sold-to customer's evening phone number, if any; otherwise, the daytime phone number
- Item description
- Status of the line
- Customer's email address
- Total number of vendor units and purchase order units. These quantities should be the same for Locate, since the Locate Supplier Direct Fulfillment module does not support unit of measure conversion.

Each vendor's orders start on a new page.

## Drop Ship Items Confirmed Cancellation

**Purpose:** This report lists CWCollaborate or Locate drop ship items which have a confirmed cancellation from the vendor.

**How to print:** Enter **4** in the selection field at the Drop Ship Integration Reports screen (PDSR). .

---

CWDirect	Rel 17.0	Drop Ship Integration Items	EKAPLAN	FLR1009	1/22/14	8:20:00	Page	1
EZK Mail Order								
CONFIRMED CANCELLATION								
From: 12/01/13 To: 1/22/14								
Vendor	3 AVIAN SUPPLY	Telephone (508) 111-1111						
Vnd Can Date	Sales Order#	Line#	Sold To	Item	SKU	Qty	Ext Cost	Ext Price
1/14/14	200786 - 001	3	BEY, MOLLY	BR123	MEDM	1	1.00	5.00
	PO# 2186 -	2	Tel#:	BIRDIE BREAD			Status: Cancelled	
	Email: deerdevil@gmail.com							
-----								
1/17/14	200801 - 001	1	BUTTON, SAMUAL	MILLET		1	10.01	5.00
	PO# 2202 -	1	Tel#:	6 OZ. PACKAGE MILLET SPRAYS			Status: Cancelled	
	Email:							
-----								
				Vendor units:		2		
				Total units:		2		

---

### Contents:

- Date range: The date range, if any, entered at the Drop Ship Integration Reports screen. If you enter a range of dates, the report includes purchase order lines only if the vendor accepted the cancellation request within the range of dates.
- Vendor number and name
- Vendor telephone number
- Date when the vendor accepted the cancellation request
- Sales order number and ship-to extension
- Order line number
- Sold-to customer. The customer's company name or name (last, first). If the customer has both name and company name, the report lists the company name, with the customer name after the label ATTN. Up to twenty positions.
- Item code
- SKU code, if any
- Quantity
- Extended cost: The vendor's price for the item, from the PO Detail, Vendor Item, or SKU file, in that order, times the quantity
- Extended price. The retailer's price for the item (the price charged to the customer), times the quantity

### *CWDirect 18.0*

- Purchase order number
- Purchase order line number
- Tel #: The sold-to customer's evening phone number, if any; otherwise, the daytime phone number
- Item description
- Status of the line: Always Canceled
- Customer's email address
- Total number of vendor units and purchase order units. These quantities should be the same for Locate, since the Locate Supplier Direct Fulfillment module does not support unit of measure conversion.

Each vendor's orders start on a new page.



### *CWDirect 18.0*

- Item description
- Status of the line. A blank status on the report indicates that the line is currently in New Order status in Locate.
- Customer's email address
- Total number of vendor units and purchase order units. These quantities should be the same for Locate, since the Locate Supplier Direct Fulfillment module does not support unit of measure conversion.

Each vendor's orders start on a new page.

## Drop Ship Items Pending Shipment

**Purpose:** This report lists CWCollaborate or Locate drop ship items that have been submitted for fulfillment and not yet shipped or canceled.

**How to print:** Enter **6** in the selection field at the Drop Ship Integration Reports screen (PDSR). .

---

CWDirect	Rel 17.0	Drop Ship Integration Items	EKAPLAN	FLR1009	1/22/14 11:57:14	Page	1
		EZK Mail Order					
PENDING SHIPMENT							
From: 1/22/14 To: 1/22/14							
Vendor	3 AVIAN SUPPLY	Telephone (508) 111-1111					
1/22/14	Sales Order# 200810 - 001	Line# 2	Sold To DECKER INDUSTRIES ATTN: D	Item MILLET	SKU	Qty 1	Ext Cost 10.01
	PO# 2211 - 1	1	Tel#:	6 OZ. PACKAGE MILLET SPRAYS		Status: Held	Ext Price 5.00
Email:							
-----							
				Vendor units:		1	
				Total units:		1	

---

### Contents:

- Date range: The date range, if any, entered at the Drop Ship Integration Reports screen. If you enter a range of dates, the report includes purchase order lines only if the purchase orders were sent during this range of dates.
- Vendor number and name
- Vendor telephone number
- Date when you sent the purchase order to CWCollaborate or Locate for fulfillment
- Sales order number and ship-to extension
- Order line number
- Sold-to customer. The customer's company name or name (last, first). If the customer has both name and company name, the report lists the company name, with the customer name after the label ATTN. Up to twenty positions.
- Item code
- SKU code, if any
- Quantity: Original line ordered quantity
- Extended cost: The vendor's price for the item, from the PO Detail, Vendor Item, or SKU file, in that order, times the quantity
- Extended price. The retailer's price for the item (the price charged to the customer), times the quantity
- Purchase order number
- Purchase order line number
- Tel #: The sold-to customer's evening phone number, if any; otherwise, the daytime phone number

### *CWDirect 18.0*

- Item description
- Status of the line. A blank status on the report indicates that the line is currently in New Order status in Locate. Other possible statuses are Held and In Process.
- Customer's email address
- Total number of vendor units and purchase order units. These quantities should be the same for Locate, since the Locate Supplier Direct Fulfillment module does not support unit of measure conversion.

Each vendor's orders start on a new page.

## Drop Ship Items Shipped

**Purpose:** This report lists CWCollaborate or Locate drop ship items that have been shipped.

**How to print:** Enter **7** in the selection field at the Drop Ship Integration Reports screen (PDSR). .

---

CWDirect	Rel 17.0	Drop Ship Integration Items	EKAPLAN	FLR1009	1/22/14 12:10:00	Page	1	
		EZK Mail Order						
SHIPPED								
From: 1/22/14 To: 1/22/14								
Vendor	3 AVIAN SUPPLY	Telephone (508) 111-1111						
	Sales Order#	Line#	Sold To	Item	SKU	Qty	Ext Cost	Ext Price
1/22/14	200783 - 001	3	DECKER INDUSTRIES ATTN: D	BR123	MEDM	1	1.00	5.00
	PO#	2181 -	2 Tel#:	BIRDIE BREAD		Status: Shipped		
Email:								
-----								
1/22/14	200808 - 001	1	MITTENS, JACK	MILLET		1	10.01	5.00
	PO#	2209 -	1 Tel#:	6 OZ. PACKAGE MILLET SPRAYS		Status: Shipped		
Email:								
-----								
						Vendor units:	2	
						Total units:	2	

---

### Contents:

- Date range: The date range, if any, entered at the Drop Ship Integration Reports screen. If you enter a range of dates, the report includes purchase order lines only if the purchase orders were shipped during this range of dates.
- Vendor number and name
- Vendor telephone number
- Date when the purchase order line shipped
- Sales order number and ship-to extension
- Order line number
- Sold-to customer. The customer's company name or name (last, first). If the customer has both name and company name, the report lists the company name, with the customer name after the label ATTN. Up to twenty positions.
- Item code
- SKU code, if any
- Quantity: The original ordered line quantity, even if only a partial quantity has shipped
- Extended cost: The vendor's price for the item, from the PO Detail, Vendor Item, or SKU file, in that order, times the quantity
- Extended price. The retailer's price for the item (the price charged to the customer), times the quantity

### *CWDirect 18.0*

- Purchase order number
- Purchase order line number
- Tel #: The sold-to customer's evening phone number, if any; otherwise, the daytime phone number
- Item description
- Status of the line: Always Shipped
- Customer's email address
- Total number of vendor units and purchase order units. These quantities should be the same for Locate, since the Locate Supplier Direct Fulfillment module does not support unit of measure conversion.

Each vendor's orders start on a new page.

## Duty Rate Update Error Report

**How to print:** The DUTY\_LOAD batch job submitted from the Load Duty Rates screen (**LDTR**) produces this report if there were any records in error when you performed the upload.

---

CWDirect Rel 4.0    Duty Rate Update Error Report    EKAPLAN    IXX0011    10/12/99 10:37:47 Page    1

Company#	Item Number	Country Code	Duty Rate	Harmonize Code
4	SQ123	CAN	7	SQU11111
27		CAN	3	
27	ki456	can	10	ki222222
27	AP789	CSN	8	AP333333
27	XY987	CAN	9	XY444444

---

### Contents:

- company number
- item and SKU
- country code
- duty rate
- harmonize code

The condition which caused the record to be in error is not indicated. However, possible errors include:

- invalid or missing company number
- invalid or missing item or SKU
- invalid or missing country code
- invalid or missing harmony code

## Installation Report

- [System Control Value History Report](#)

## System Control Value History Report

**Purpose:** Use this report to review any updates to the System Control file or the Entity System Control Value file, including adding, deleting, or changing a system control value, for a selected date range. The report includes all activity for the company within the date range, regardless of whether you generate the report from Work with System Values/Features (**WSYS**) or from Working with Entities (**WENT**).

**How to print:** Select **Submit** at the Print System Control Value History window (**WSYS**).

CWDirect		Rel 8.0		System Control Value History		EKAPLAN	MSR1429	12/22/03 12:04:50	Page	1
				EZK Mail Order						
From: 12/04/03 To: 12/22/03										
Date	Time	Act	Cde	Description	Before	After	User	Ent		
12/04/03	14:26:59	C	F96	Warehouse Management Interface (PkMS/WMS)	PKMS	WMS	EKAPLAN	0		
12/04/03	14:32:00	C	A01	Physical Inventory Entry Method	TICKETS	TICKETS	EKAPLAN	0		
12/04/03	14:32:00	C	A05	Number of outstanding physicals	106	106	EKAPLAN	0		
12/04/03	14:32:00	C	A06	Cycle counting	N	Y	EKAPLAN	0		
12/04/03	14:32:00	C	A07	Assign batch numbers	N	N	EKAPLAN	0		
12/04/03	14:32:00	C	A08	Batch size	0	30	EKAPLAN	0		
12/04/03	14:32:00	C	A09	Physical File Generation Output	TICKETS	TICKETS	EKAPLAN	0		
12/04/03	14:32:00	C	A10	Freeze item during Physical Inventory	Y	Y	EKAPLAN	0		
12/04/03	14:32:00	C	A11	Print On-hand quantity	N	N	EKAPLAN	0		
12/04/03	14:32:00	C	A12	Upload Physical Inventory counts	N	N	EKAPLAN	0		
12/22/03	11:12:51	C	A78	Best Way Pricing	N	N	EKAPLAN	11		

### Contents:

- Date range (the *Starting date* and *Ending date* selected at the Print System Control Value History window)
- Date when the update occurred
- Time when the update occurred
- Action:
  - **A** = adding a system control value
  - **C** = changing a system control value. The system creates a change record each time you select **Change** for a system control value (or the umbrella value related to the system control value) and select **OK**, even if you do not change the value. In this situation, the *Before* and *After* values are the same.

## CWDirect 18.0

- **D** = deleting a system control value. When you delete a system control value, the Description listed is `SCV does not exist`. In this situation, the *Before* and *After* values are the same.
- Code: The code identifying the system control value
- Description: The name of the system control value
- Before: The setting of the system control value before the update was made
- After: The setting of the system control value after the update was made
- User: The user ID of the person who performed the update
- Entity: The override entity associated with the system control value setting. If the change was made to a system control value at the company level, the entity is zero (0).

**When are the Before and After values the same?** These values are the same if:

- You select **Change** for a system control value (or the umbrella value related to the system control value) and select **OK**, but do not change the value
- The update made was to delete the system control value
- You create a system control value (both values are blank or zero)

**Note:** When you create a new system control value through applying a PTF upgrade, the upgrade creates two system control value history records: an **Add** record and a **Change** record. The **Add** record has a *Before* value of blank or zero and an *After* value of your selected setting, and the **Change** record has the selected setting as both the *Before* and *After* values.

## Marketing Reports

- [Duplicate Special Pricing by Source Report](#)
- [Source Code Upload File Processed Listing](#)
- [Source Code Upload File Exception Report](#)
- [Source Code Analysis Report \(RSCA\)](#)
- [Source Analysis Recap Report \(RSCA\)](#)
- [Weighted Source Code Analysis Report \(RSCE\)](#)
- [Weighted Source Analysis Recap Report \(RSCE\)](#)
- [Offer Page Analysis Report \(OPAR\)](#)
- [Offer Projection Summary Report \(OPSR\)](#)
- [Inventory Status & Projection Report \(ISRP\)](#)
- [Summary Page Report \(ISRP\)](#)
- [Item/SKU Coverage Report](#)
- [Detailed Source Code Analysis Report \(SSCA\)](#)
- [Source Analysis Summary Report \(SSCA\)](#)
- [Source Promotion Report](#)
- [Offer Recap Report](#)
- [Forecast Generated Purchase Orders Report](#)
- [Forecasting PO Error Listing](#)
- [Print HL Drop, Segment and Detail Report](#)

*CWDirect 18.0*

- [Generic List Report](#)
- [House List Selection Statistics Report](#)
- [FDC Interface Report](#)
- [Customer Merge/Purge Direct Tech Audit Report](#)
- [Customer Merge/Purge Direct Tech Error List Report](#)
- [Finder Load Summary Report](#)
- [Purged Prospect Records Report](#)
- [Backorder Report](#)
- [Soldout Report](#)
- [Held Order by Pay Type Report](#)

## Duplicate Special Pricing by Source Report

**How to print:** If you attempt to create a special price for a quantity of an item by source code that you have already defined through the Working with Special Pricing by Source Code (**WSPP**) menu option, the system creates this report.

---

CWDirect Rel 2.1	Duplicate Special Pricing by Source			ELISE_K	CSR0613	5/21/97 17:52:16	Page 1
	EZK Mail Order						
Source Code	Item	Quantity	Price	Associate Price	Tax Incl Price	Associate Tax price	
CANADA7	AU123	1	.99	.90	1.25	1.10	
CANADA7	AP123	90	.35	.25	.50	.40	

---

### Contents:

- Source code
- Item
- Quantity
- Price
- Associate price
- Tax-inclusive price
- Tax-inclusive associate price

The tax-inclusive prices print only if the *Tax Included in Price (E70)* system control value is **selected**.

The system does not assign the new special price; instead, it retains the special price for the quantity of the item by source code you had previously defined.



## Source Code Upload File Exception Report

**Purpose:** This report displays records in the Source Code Work File (IXSRCE) that contain errors. The records remain in the Source Code Work file until the errors are corrected or the record is deleted. You can correct the errors on the Change Source Code Upload File screen (1 of 2) (**WSRW**).

**How to print:** Select **Process File** at the Work with Source Code Upload File Screen (**WSRW**).

---

CWDirect Rel 3.5	Source Code Upload File	KLETENDRE 1/04/99 14:14:28 Page 1		
Exception Report	KAL Co.			
Source	Description	Div	Promo	Offer
ribh133	01701 source code	bq		bbq
river7	02053 source code	LS	a	bbq
RIVER111	PREMIUM BUYERS	BQ		BBQ
RIVER129	DISCOUNT BUYERS	BQ		BBQ
RIVER130	EMPLOYEES AND FRIENDS	BQ		BBQ
RIVER131	RIVER131 SOURCE CODE	BQ		BBQ
RIVER148	PREMIUM BUYERS	BQ	A	BBQ
V16	ANOTHER V16 SOURCE CODE	BQ		BBQ

---

### Contents:

- Source code (a code used to identify the source code created from a source code work record. This code is defaulted from the *Source code* field in the Source Code Work file).
- Source code description
- Division (the division code is validated against the Division file).
- Promotion (the promotion code is validated against the Promotion file).
- Offer (the offer code is validated against the Offer file).

## Source Code Analysis Report (RSCA)

**How to print:** Use the Source Code Analysis Screen (RSCA).

---

CWDirect Technical Class	Source Code Analysis	KLETENDRE
FCR0058	6/15/98 14:17:47 Page 1	

The KL Mail Order Company

Offer: JOY THE JOY OF THE HOLIDAYS

Source T Ct Dr Cv B H Mail DFO Net Circ WTD Ord Orders \$ Orders Avg Order Brkevn Brkevn Wgt Ord \$ Rep % % Comp	
Actual\$ Weighted Pruj Wgt Prj Order \$/ Orders %	
Y C Date	
/1000 Books	
Drop :	
Category:	
JOY K 10/16/97 1 618 618 109168.88 176.65 0 .00	
109168.88 800.00 100.00 9168.88 9168.88 9168.88 9168.88 109168880.00	
SOURCE CODE FOR JOY CATALOG	
Category 1 618 618 109168.88 176.65	
109168.88 800.00 100.00 9168.88 9168.88 9168.88 9168.88	
Drop 1 618 618 109168.88 176.65	
109168.88 800.00 100.00 9168.88 9168.88 9168.88 9168.88	
Offer JOY totals: 1 618 618 109168.88 176.65	
109168.88 800.00 100.00 9168.68 9168.88 9168.88 9168.88	

---

### Contents:

- Offer code
- Offer description
- Type: the analysis type (defined in the source code), which is used for determining total sales for all or selected source codes. There are 3 types:
  - **K** = Known source
  - **U** = Unknown source
  - **N** = Do not analyze source

The system performs a calculation to determine the percent that each known source code represents of the total known source code sales. The dollars from the unknown sources are proportionately redistributed to each known source code.

*CWDirect 18.0*

- Category code: a code used to group source codes for reporting and forecasting purposes
- Drop: a code representing a mailing
- Cover code: a code for the catalog cover mailed to the source code
- Business/Consumer code: this value indicates whether the source includes businesses or consumers
- H: this value indicates whether the mailing segment associated with the source code was derived from a house list or a non-house (rented) list. If from a non-house list, this value will be blank.
- Mail date: the date the offer was mailed
- DFO: the date of the first order for this source, as updated by the system
- Net circ: the number of pieces mailed
- WTD ord: the number of orders booked week-to-date (except returns)
- Orders: the number of orders booked offer-to-date
- \$ orders: the dollar amount booked in orders
- Avg order: the average dollar value of an order, calculated by dividing the number of orders by the dollar/orders
- Brkevn %: the percentage of orders needed to cover the cost of producing the offer, calculated by:

`Break-even Amount * Net Circulation / Average Dollars per Order`

- Brkevn: the dollar value of orders needed to cover the cost of producing the offer

`Break-even Amount / Average Order`

- Wgt Ord \$: the projected weighted sales per book

`(Sale/Book/Proj) * (Total Circ) / Running total cir. + Prev. wgt. proj.`

### *CWDirect 18.0*

- Rsp %: the actual response percentage to date for the offers shipped

# Orders / Net Circulation \* 100

- % Compl: the cumulative percent complete for the list based on the curve being used. The source code projection will use the default curve unless the curve for a particular source code was overridden when the forecast was built. All percentage complete factors will be the same, except for an item override curve.
- Actual \$: the dollar value of orders divided by the # books circulated
- Weighted: the weighted order dollars divided by the # books circulated
- Proj: total projected dollars / # books circulated (total projected = actual order dollars / percent complete)
- Wgt Prj: weighted projected dollars / # books circulated (weighted projected dollars = weighted dollars / % complete)
- Order \$/1000 Books: number of orders / # books circulated \* 1000



*CWDirect 18.0*

- Proj
- Wgt prj

## Weighted Source Code Analysis Report (RSCE)

**How to print:** Use the Print Weighted Source Code Analysis (RSCE) menu option.

Source		T	Ct	Dr	Cv	B	H	Mail	DFO	Net	Circ	WTD	Ord	Orders	Wgt	Ord	\$	Orders	Avg	Order	Wgt	Avg	Ord	Brkevn	Brkevn	Wgt	Ord	\$	Rsp	%	%	Comp	Actual\$	Weighted	Proj	Wgt	
		Y			C			Date															Orders	%											Prj		
Drop :																																					
Category: 99 A CATEGORY																																					
SOURCE	K 99							12/16/12					1	248	248	248	24744.98		99.78		99.78		0	.00		24744.98	800.00	.00	24744.98	24744.98	.00	.00					
ALL-PURPOSE SOURCE																																					
WEIGHT	K 99												0	0	0	0	00		.00		.00		0	.00		.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	
FREIGHT BY WEIGHT																																					
	Category 99												1	248	248	248	24744.98		99.78		99.78		0	.00		24744.98	800.00	.00	24744.98	24744.98	.00	.00					
	Drop												1	248	248	248	24744.98		99.78		99.78		0	.00		24744.98	800.00	.00	24744.98	24744.98	.00	.00					
	Offer OFR totals:												1	248	248	248	24744.98		99.78		99.78		0	.00		24744.98	800.00	.00	24744.98	24744.98	.00	.00					

### Contents:

- Wgt Ord: the weighted number of orders for the source code, if a known source code

$orders + ((orders / total\ known\ orders) * total\ unknown\ orders)$

- Wgt Ave Ord: the weighted average order dollar amount for the source code, if a known source code

$weighted\ order\ dollars / number\ of\ orders$

The Order \$/1000 Books field does not appear on this report.

## Weighted Source Analysis Recap Report (RSCE)

**How to print:** Use the Print Weighted Source Code Analysis (RSCE) menu option.

CWDirect Rel 16.0 Source Analysis Recap EKAPLAN MSR0758 6/20/13 16:01:07 Page 1  
EZK Mail Order

Offer: OFR FIRST SIGNS OF SPRING 2007

															O R D E R \$ / B O O K - - - - -			
Category	Net Circ	WTD Ord	Orders	Wgt Ord	\$ Orders	Avg Order	Wgt Avg	Ord	Wgt Ord	\$	Rsp %	% Comp	Actual\$	Weighted	Proj	Wgt Prj		
Category	1	16	16	16	2492.06	155.75	155.75	2492.06	600.00	.00	.00	2492.06	2492.06	.00	.00			
Category 2 CAT A1	0	9	9	9	2162.00	240.22	240.22	2162.00	.00	.00	.00	.00	.00	.00	.00			
Category 99 CAT A2	511	1079	1079	1079	49356.93	45.74	45.74	49356.93	211.15	.39	96.58	96.58	24764.10	24764.10				
Drop	512	1104	1104	1104	54010.99	48.92	48.92	54010.99	215.62	.39	105.49	105.49	7048.71	27048.71				
Category 99 CAT B3	4218	3796	3796	3796	332353.15	87.55	87.55	332353.15	89.99	.00	78.79	78.79	.00	.00				
Drop DR	4218	3796	3796	3796	332353.15	87.55	87.55	332353.15	89.99	.00	78.79	78.79	.00	.00				
Offer OFR	4730	4900	4900	4900	386364.14	78.85	78.85	386364.14	103.59	.04	81.68	81.68	4200.00	4200.00				

**Contents:** The fields on the Weighted Source Analysis Recap report are described under [Source Analysis Recap Report \(RSCA\)](#) and [Weighted Source Code Analysis Report \(RSCE\)](#).

## Offer Page Analysis Report (OPAR)

This report can be run only for a single offer, and is sorted by page and item within page. Subtotals and final totals are provided by page.

**How to print:** Use the Print Offer Page Analysis (OPAR) menu option.

CWDirect		Offer Page Analysis Mail Order Company													
Offer 1 OFFER INITIALIZED															
Item	Description	Offer Price	Space Cost	Squ In	Units				\$ Ordered	Profit				Page Contrib	
					Ordered	Sold	Out	Returns		Exchange	Gross	Net	Square In	Index	gp%
Page #	27														
4659	LACE SLIPPERS	.00	.00	0	36	0	150	0	1415.00	1415.00	1415.00	.00	.00	100.00	100.00
Page	27 totals:		.00	0	36	0	150	0	1415.00	1415.00	1415.00	.00	.00		
Page #	99999														
PSG SOLDOUT	PSG SOLD OUT ITEM	10.00	.00	0	2	2	0	0	2.00	.00	.00	.00	.00	.00	.02
SHIPALONE	SHIP ALONE ITEM	9.00	.00	0	15	0	0	0	30.00	30.00	30.00	.00	.00	.33	.33
1511	WASH CLOTH	.00	.00	0	1	0	0	0	3.00	3.00	3.00	.00	.00	.03	.03
2222	NIGHTSHIRT	.00	.00	0	8	0	0	0	14.00	14.00	14.00	.00	.00	.15	.15
4659	LACE SLIPPERS	.00	.00	0	25	0	0	0	1150.00	1150.00	1150.00	.00	.00	12.78	12.77
4824	EARRINGS	.00	.00	0	0	0	138	0	.00	.00	.00	.00	.00	.00	.00
6006	SPOOL BED	.00	.00	0	6	0	0	0	7800.00	7800.00	7800.00	.00	.00	86.69	86.67
Page	99999 totals:		.00	0	57	2	138	0	8999.00	8997.00	8997.00	.00	.00		
Offer	1 totals:		.00	0	93	2	288	0	10414.00	10412.00	10412.00	.00	.00		

### Contents:

- Offer code
- Offer description
- Item number: the base item number
- Item description
- Offer price: the price at which the item is advertised in this offer
- Space cost: the cost of the item on this page, calculated by:

(Square inch per item in Item Offer Page / Square inch per page in Offer) \* Page cost in Offer = Space cost

CWDirect 18.0

- Square inches: the square inches for the item, as defined in Item/Offer
- Units ordered: the net number of units ordered for this item in this offer. This is the sum of Units Ordered CTD in the SKU Offer Page file for all SKUs.
- Units sold out: the number of units of the item identified as soldout on this page. This is the sum of Units Sold Out CTD in the SKU Offer Page file for all SKUs.
- Units returned: the number of units returned for this page. This is the sum of Units Returned CTD in the SKU Offer Page file for all SKUs.
- Units exchanged: the number of units exchanged, captured in the Exchange Reason/Offer file.
- \$ ordered: the total dollars ordered for the item for this page. This is the sum of Dollars Ordered CTD in the Offer Page file for all SKUs

**Note:** The sum of all Gross \$ Ordered for all items on a page is “Gross \$ Ordered Per Page.”

- Gross profit: the gross profit for this item on this page, calculated by:

Gross \$ ordered - Total item cost

Total item cost = Units ordered \* item cost

**Note:** The sum of all Gross \$ Ordered for all items on a page is “Gross \$ Ordered Per Page.”

- Net profit: the net profitability of the item, including the space cost, calculated by:

(Gross profit - Space cost)

- Profit/Square inch: the profit per square inch, calculated by:

(Gross profit / Square inch per item)

### *CWDirect 18.0*

- Profit index: a measure of net profitability, in which the break even equals 1 when the net profit covers the allocated cost, calculated by:

*(Gross profit / Space cost)*

- GP% Contribution to the Page: the total gross profit contributed to the page by this item, calculated by:

*Gross profit / Gross profit per page*

- Sales % Contribution to the Page: the percentage of sales contributed by this item, calculated by:

*Gross \$ ordered / Gross \$ per page*

- Page totals
- Offer totals

## Offer Projection Summary Report (OPSR)

**How to print:** Use the Print Offer Projection Summary (OPSR) menu option.

CWDirect		Offer Projection Summary															
		Mail Order Company															
Offer 1 OFFER INITIALIZED		P R O J E C T E D						A C T U A L									
Start	End	External		Internal		TOTALS		External		Internal		TOTALS		Curve %	Curve %	%Act	Cum%
Date	Date	Orders	Dollars	Orders	Dollars	Orders	Dollars	Orders	Dollars	Orders	Dollars	Orders	Dollars	\$ Proj	\$ Act	Proj	A/P
1/17/94	1/23/94	0	.00	0	.00	0	.00	3	7200.00	3	4800.00	6	2400.00	.00	18.58	.00	9.60
2/14/94	2/20/94	0	.00	0	.00	0	.00	1	166.00	1	.00	2	166.00	.00	1.28	.00	10.26
2/28/94	3/06/94	0	.00	0	.00	0	.00	15	4976.85	0	.00	15	4976.85	.00	38.54	.00	30.17
3/07/94	3/13/94	0	.00	0	.00	0	.00	7	2669.00	2	132.00	9	2357.00	.00	19.64	.00	40.31
3/14/94	3/20/94	0	.00	62	3125.00	62	3125.00	0	.00	0	.00	0	.00	12.50	.00	.00	40.31
3/21/94	3/27/94	0	.00	62	3125.00	62	3125.00	0	.00	0	.00	0	.00	12.50	.00	.00	40.31
3/28/94	4/03/94	0	.00	62	3125.00	62	3125.00	0	.00	0	.00	0	.00	12.50	.00	.00	40.31
4/04/94	4/10/94	0	.00	62	3125.00	62	3125.00	1	2740.70	0	.00	1	2740.70	12.50	21.22	87.70	51.28
4/11/94	4/17/94	30	1500.00	0	.00	30	1500.00	8	45.00	0	.00	8	45.00	6.00	.34	3.00	51.46
4/18/94	4/24/94	37	1875.00	0	.00	37	1875.00	0	.00	0	.00	0	.00	7.50	.00	.00	51.46
4/25/94	5/01/94	55	2750.00	0	.00	55	2750.00	0	.00	0	.00	0	.00	11.00	.00	.00	51.46
5/02/94	5/08/94	62	3125.00	0	.00	62	3125.00	0	.00	0	.00	0	.00	12.50	.00	.00	51.46
5/09/94	5/15/94	65	3250.00	0	.00	65	3250.00	0	.00	0	.00	0	.00	13.00	.00	.00	51.46
5/16/94	5/22/94	0	.00	0	.00	0	.00	5	30.00	0	.00	5	30.00	.00	.23	.00	51.58
5/23/94	5/29/94	0	.00	0	.00	0	.00	0	.00	0	.00	0	.00	.00	.00	.00	51.58
5/30/94	6/05/94	0	.00	0	.00	0	.00	0	.00	0	.00	0	.00	.00	.00	.00	51.58
6/06/94	6/12/94	0	.00	0	.00	0	.00	0	.00	0	.00	0	.00	.00	.00	.00	51.58
6/11/94	6/10/94	0	.00	0	.00	0	.00	3	12.00	0	.00	3	12.00	.00	.09	.00	51.63
6/13/94	6/19/94	0	.00	0	.00	0	.00	0	.00	0	.00	0	.00	.00	.00	.00	51.63
Final totals:		249	12500.00	248	12500.00	497	25000.00	44	17843.55	6	4932.00	50	12911.55	100.00	100.00		51.64

### Contents:

- Offer code
- Offer description
- Start date: the first day of the forecasting week
- End date: the last day of the forecasting week
- Projected orders forecasting order category #1: the number of orders projected in the forecast for order category #1
- Projected dollars forecasting order category #1: the dollar amount projected in the forecast for order category #1
- Projected orders forecasting order category #2: the number of orders projected in the forecast for order category #2

*CWDirect 18.0*

- Projected dollars forecasting order category #2: the dollar amount projected in the forecast for order category #2
- Projected order totals forecasting order category #1 and #2: the number of orders for both order categories, as projected in the forecast
- Projected dollar totals forecasting order category #1 and #2: the dollars for both order categories, as projected in the forecast
- Actual orders forecasting order category #1: the actual number of orders received for this order category
- Actual dollars forecasting order category #1: the actual dollars received for this order category
- Actual orders forecasting order category #2: the actual number of orders received for this order category
- Actual dollars forecasting order category #2: the actual dollars received for this order category
- Actual order totals forecasting order category #1 and #2: the cumulative number of orders received for both order categories
- Actual dollar totals forecasting order category #1 and #2: the cumulative dollars actually received on orders for both order categories
- Curve percent \$ projected: the projected percentage complete in dollars for this week of the forecast
- Curve percent dollars actual: the actual percentage complete in dollars for this week of the forecast, as calculated by the system
- Percent actual projected: the actual percent complete in dollars divided by the projected percent complete dollars
- Cumulative percentage actual vs. projected: the cumulative percent complete of the forecast
- Final totals

## Inventory Status & Projection Report (ISRP)

**How to print:** Use the Print Inventory Status and Projection Reports (**ISRP**) menu option.

CWDirect		Rel 10.0		Inventory Status and Projection Report										KBOTTGER FCR0054 5/05/06 10:07:36 Page 1																		
Sort : By Item, Single Offer Version				KAB Co																												
Offer: ISR ISRP OFFER																																
All Suggested qtys																																
Item class: All																																
Override not entered																																
				DFO . . . . . : 5/04/06																												
				DFO Week Begin . . : 5/04/06																												
				% Complete . . . . : 50.00																												
				Current week . . . : 2 / 7																												
				Offer Curve/Type : 206																												
				Override % . . . . : .00																												
														Codes: A = Current Qty Equals Projected Demand																		
														B = Current Qty Exceeds Projected Demand																		
														C = Current Qty Is Less Than Projected Demand																		
Item	COLO	STYL	SIZE	S/O	Qty	%	Qty	Qty	Qty	Qty	Ovr	Proj	Net	Net	Net	Net	On PO	Sugg	On PO	Exp	Act	Pers	C	Avail	C	Lead	C					
S	Pg#			Code	Avail		Ordered	Rtn/Exc	Cancel	Soldout	%Comp	Crv	Units	Life	Units	Remain	For	Ofr	Qty	Oth	Ofr	Rtn	%	Rtn	%	Rem	D	Rem	D	Pers	R	
ISRP1		ISRP1	ITEM	DESCRIPTION																												
1					5	100.00	4	0	0	0	50.00	206	10	10	4	6	0	1	5	.00	.00	5.00	B	5.00	C	0						
Totals for	COLO	:			5		4	0	0	0			10	10	4	6	0	1	5		.00											
Totals for	item:				5		4	0	0	0			10	10	4	6	0	1	5		.00											
ISRP2		ISRP2	ITEM	DESCRIPTION																												
1					0	100.00	9	1	0	0	50.00	206	5	5	8	3-	0	3-	5	.00	.00	.00	B	.00	B	0						
Totals for	COLO	:			0		9	1	0	0			5	5	8	3-	0	0	5		.00											
Totals for	item:						9	1	0	0			5	5	8	3-	0	0	5		.00											

### Contents:

**Note:** Some of the field names and contents vary, depending on whether you generated the single-offer or 10-offer version of the report.

Report Summary Information appears at the top of report, including (depending on report options):

- **Sort:** Available sorts are:
  - Class/Item
  - Vendor/Item
  - Item
  - Class/Descending Units
  - Descending Units

## CWDirect 18.0

- Descending \$ Ordered
- Buyer
- **Offer:** The code and description of the offer(s) selected during report generation. Up to 10 offers can be reported.
- **Selected items to include:** Defines the item option you selected during report generation:
  - All Suggested qtys displays if you selected the All Items option.
  - Suggested Qty > 0 displays if you selected the Suggested Quantity Greater Than Zero option.
  - Suggested Qty < 0 displays if you selected the Suggested Quantity Less Than Zero option.
  - Critical Items Only displays if you selected the Critical Items Only option.
- **Item class:** Defines the item class, if any, you selected during report generation.
- **Override:** Defines whether you defined an override curve completion % during report generation.
  - Override not entered displays if you did not define an override curve completion %.
  - % Overrides entered displays if you did define an override curve completion %.
- **Proj \$ use:** Indicates whether the price from the Item file or the SKU file was used for projecting totals for multi-offer reports. The *IS Report Projected Dollar Calculation Price Basis (D59)* system control value indicates which price to use.
- **DFO:** The date the first order was taken for this offer, in MMDDYY format.
- **WFO:** The week in which the first order was taken for this offer, in MMDDYY format.
- **% Complete (Percent complete):** The number of total percentage of units ordered, as of the current period, for the entire projected sales cycle.
- **Current week:** The week you are in of the ordering cycle and the number of weeks in the full cycle. If ordering continues beyond the total cycle, it will be captured in the last week of the cycle.
- **Offer curve/Type:** The curve assigned to this offer, which is a mechanism by which you predict the number of sales expected for the ordering cycle in terms of a percentage complete for each week. Curves are defined in the Projection Curves file.
- **Override %:** The percent complete for the curve override you specified during report generation.

Report details:

- **Override item curve:** The percent complete for this SKU/Offer combination. This is the percentage to adjust the percent complete for a curve. For example, if you enter an override curve of 5% and the percentage complete is 75%, the percentage complete will be adjusted to 78.75% for this curve. The IS report searches the following files in the sequence listed for the curve:
    - SKU/Offer file (INSKOF)
    - Item/Offer file (INIOFR)
    - Item Class file (INICLS) or
    - Offer file (MSOFFR)
  - **Item:** The code for an item in the selected offer(s).
  - **SKU:** The SKU code for the item.
  - **S/O code (soldout code):** The soldout code, if any, defined for the item or SKU. Soldout codes are validated against the Soldout Control file, and can be created with the following values:
    - sellout immediately, regardless of on-hand quantity
    - sellout when on-hand quantity equals zero
    - sellout when on-hand and on-order quantity equals zero
- Note:** The S/O code field appears on the multi-offer report only if the *Print Item Status or Sold Out Control on 10 Offer IS Report (D78)* system control value is set to **SOLDOUT**.
- **Qty avail (quantity available):** The quantity of the item/SKU that is not reserved or printed. This is the quantity available in the IS Item file (FCISIT). The system uses the following calculation to determine the quantity available:  $\text{On hand} - \text{Protected} - \text{Reserved} - \text{Reserve Transfer} - \text{Backordered} = \text{Qty available}$
  - **Actual units:** The number of units ordered for the SKU/Offer combination, maintained in the Item/SKU/Offer file (FCISOF).
  - **Gross units:** The number of actual units ordered across all offers for this SKU.
  - **% (percentage by size):** The percent of orders for this SKU compared to all of the SKUs for this style. This is the total quantity ordered for the SKU divided by the total for the first SKU element, such as the total for the size or color of the item. This is the percentage of contribution to sales for the first SKU element. The calculation is:  $\text{Gross Units [SKU]} / \text{Gross Units [STYLE]} * 100$

## CWDirect 18.0

- **Qty ordered:** The total number of all orders (against offers on this report) for this SKU, as captured in the Item/SKU/Offer file. The calculation is: `Quantity Ordered in the Item/SKU/Offer file (FCISOF)`
- **Qty return (quantity returned):** The total of all the returns (against offers on this report) for this SKU, captured in the Item/SKU/Offer file. The calculation is: `Quantity Returned + Quantity Exchanged in the Item/SKU/Offer file (FCISOF)`
- **Qty cancel (quantity cancelled):** The total number of all the cancels (against offers on this report) for this SKU, as captured in the Item/SKU/Offer file. The calculation is: `Quantity Canceled in the Item/SKU/Offer file (FCISOF)`
- **Qty soldout:** The total of all the sold outs (against offers on this report) for this SKU (using option 13 during Order Entry or sold out through the Auto Soldouts program). Sold outs are captured in the Item/SKU/Offer file. The calculation is: `Quantity Soldout in the Item/SKU/Offer file (FCISOF)`. This value may include the number of units identified as a lost sale (using option #9 on the Item Availability screen prior to Order Entry), if you **selected** the *Include lost sales in sold out* field at the Select Class/Sold Out/Curve Overrides screen. Lost sales are captured in the SKU/Offer/Page file, and post to the default *Current Offer (A33)* system control value.
- **% comp (percent complete):** The number of total percentage of units ordered, as of the current period, for the entire projected sales cycle.
- **Proj units (projected units):** The quantity of the SKU that will be ordered during the life of all the SKUs offers on the report. The system uses the *Projected units* from the item/offer or SKU/offer on the report if the current period of the curve is less than or equal to the *Periods to Use Projected Units (H91)* system control value, and the *Use projected units* field is **selected** at the Select Class/Sold Out/Curve Overrides screen. Otherwise, the system uses the following calculation to determine the projected units:  
$$(\text{Actual units ordered} * 100) / \% \text{ complete} = \text{projected units.}$$
- **Tot proj life (total projected life):** The total quantity of the SKU that will be ordered during the life of all the SKUs offers on the report. This is the sum of the *Projected units* for all offers on this report. The calculation is: `Gross Units [SKU] / Gross Units [STYLE] * 100`
- **Net prj life (net projected life):** The projected number of units you expect to sell, taking into account what you can resell from returned items. 
$$\text{Total projected life} * (1 - (\text{Expected return \%} / 100)).$$
 The value in the *Periods to Use Expected Return % (D27)* system control value determines the point at which you use the **actual percentage of returns received** to calculate the *Net projected life*.
- **Net units:** The net number of units ordered for all offers on this report, calculated by: `Gross units - (Cancellations + Returns + Soldouts)`.

## CWDirect 18.0

- **Net prj remain (net projected remaining):** The number of units needed to fill current open orders plus projected future orders (minus expected returns). This value represents the quantity of the SKU that will be ordered during the remainder of the lives of the SKU/offers. This identifies the number of units already ordered. If the *IS Report Net Projected Remaining Calculation Method (D34)* system control value is set to **NET**, this amount is calculated by subtracting *Net units* from *Net projected life*. If this system control value is set to **GROSS**, this amount is calculated as follows:  $\text{Net projected life} - \text{Quantity ordered} + \text{Quantity returned/exchanged} = \text{Net projected remaining}$  **Note:** If this system control value is blank, the net projected remaining quantity will not be calculated.
- **On PO for ofr (On purchase orders for offer):** The total units for this SKU on open purchase orders that are attributed to one of the offers on the report, if the *Offer Required Entry on Purchase Orders (A36)* system control value is **selected**. This includes any units located on a pending putaway detail record that is associated with a pending putaway warehouse, *and* whose "final destination" warehouse is allocatable, *and* is associated with one of the offers on the report. The calculation is: `On PO for Offers in the IS Item file (FCISIT)`.
- **Sugg qty (suggested quantity):** The number of units of the item required to complete the demand for open orders (with quantity on-hand and expected returns taken into account). This is the quantity of this item that you will need to add to or remove from inventory to fulfill the remainder of the lives of the SKU/offers. If this value is negative, it means that you overbought; you might want to cancel a PO, place the item in a sale catalog, or return the item to the vendor.
  - If the *Offer Required Entry on Purchase orders (A36)* system control value is **unselected**, the calculation is:  $\text{Net Projected remaining} - (\text{Available} + \text{On PO for offers}) = \text{Suggested qty}$
  - If the *Offer Required Entry on Purchase orders (A36)* system control value is **Selected**, the calculation is:  $\text{Projected remaining} - (\text{Quantity available} + \text{On order for offers on this report}) = \text{Suggested qty}$
  - If the *IS Report Net Projected Remaining Calculation Method (D34)* system control value is blank, the net projected remaining quantity will not be calculated and the suggested units in this calculation will be inaccurate.
- **On PO oth ofr (on purchase order for other offer):** The total number of units on open purchase orders that are attributed to offers not on this report or any open purchase orders that do not specify an offer. This total includes any units located on a pending putaway detail record that is associated with a pending putaway warehouse, *and* whose "final destination" warehouse is allocatable, *and* is associated with offers not on this report. The calculation is: `On PO for Other Offers in the IS Item file (FCISIT)`.
- **Exp rtn % (expected return percent):** The average of the expected returns percentage for the item from each offer listed on the report, from the *Expected Return Pct* field in the SKU/Offer file (INSKOF). **Note:** If an item/SKU has an expected return percent set up for more than one offer for which the report is run, the expected return percent on the report is an average of all the values.

## CWDirect 18.0

- **Act rtn % (actual return percent):** The average of the actual returns for the item from each offer, from the SKU/Offer file (INSKOF). The *# of Periods to Offset Returns (C06)* controls whether the *Units shipped* in the calculation is based on the current period, or some previous period:  $(\text{Returns and exchanged} / \text{Units shipped [FCISOF]}) * 100$ . **Note:** If demand for an item/SKU exists in more than one offer for which the report is run, the total quantity returned/ exchanged and the total quantity shipped for all of the offers on the report are used for this calculation.
- **Pers/Wks rem (periods/weeks remaining):** The number of forecasting periods remaining before the quantity available runs out. This is based on the projected curve, before the current available quantity (including what is ordered on purchase orders) is exhausted. The calculation below is performed for each offer. The program performs this calculation for each period, subtracting each period's result from the *Quantity available* and *Quantity on PO* until it reaches zero. The calculation is:  $((\text{Actual units} / \% \text{ Complete}) * (\% \text{ Complete for the next period}))$ . **Note:** This field appears only on the single-offer version of the report.
- **CD (code):** A code that identifies the status of the item, in terms of projected sales. This code identifies the remaining projected quantity as equal to, exceeding, or less than the quantity available. The system highlights the items for which the current quantity available equals or exceeds projected demand. One of the following codes prints in this column:
  - **A** = current quantity available equals projected demand
  - **B** = current quantity available exceeds projected demand (you overbought; you might need to cancel a PO, put the item in a sale catalog, or return a quantity to the vendor)
  - **C** = current quantity is less than projected demand (you need to obtain more units of the item quickly)
- **Avail rem (available remaining):** The number of forecasting periods remaining before the quantity available runs out. This is based on the projected curve, before the current available quantity (including what is ordered on purchase orders) is exhausted. The calculation below is performed for each offer. The program performs this calculation for each period, subtracting each period's result from the *Quantity available* and *Quantity on PO* until it reaches zero. The calculation is:  $((\text{Actual units} / \% \text{ Complete}) * (\% \text{ Complete for the next period}))$ . **Note:** This field appears only on the single-offer version of the report.
- **CD (code):** A code that identifies the status of the item, in terms of projected sales. This code identifies the remaining projected quantity as equal to, exceeding, or less than the quantity available. The system highlights the items for which the current quantity available equals or exceeds projected demand. One of the following codes prints in this column:
  - **A** = current quantity available equals projected demand
  - **B** = current quantity available exceeds projected demand (you overbought; you might need to cancel a PO, put the item in a sale catalog, or return a quantity to the vendor)

## CWDirect 18.0

- **C** = current quantity is less than projected demand (you need to obtain more units of the item quickly)
- **Lead pers (lead periods):** The number of forecasting periods it will take to receive inventory for this SKU. This lead time is defined in the Vendor/Item file for the primary vendor (defined in the Item file for the item) to get the item to you. The calculation is:  $\text{Cushion Periods [from forecasting SCV C00]} + (\text{Lead Days from Vendor/Item [POVNIT]} / \text{\# of Days in Forecasting Period [from forecasting SCV C00]})$
- **CR (Critical):** This field identifies whether it is critical to reorder this SKU. A **Y** prints here if the weeks remaining are less than the lead periods in the previous field. This means that, if the item is not ordered shortly, you cannot receive stock in time to fill the expected orders. A **Y** appears in this column if "Weeks remaining" is less than "Lead periods + Cushion Periods." **Note:** This field is blank if no lead time is defined in the Vendor/Item file.
- **Totals for style:** Totals for all fields for SKU element 1, which may be the size, color, etc. for the base item
- **Actual \$:** Actual units ordered \* Price from Item/Offer file
- **Projected \$:** Actual \$ / (% Complete [from the Override Item Curve] / 100). **Note:** If an item/SKU has a price and page number or a price and return percent set up for more than one offer included on the report, dollars are projected for each offer separately and are printed separately on this report.
- **Totals for item:** A grand total of all fields for the base item, which is the summary of all subtotals for SKU element
- **Total Item Return Percentage:** The weighted return percentage for the item. This figure appears on the Totals for item line, under the Actual Return Percentage column. The Total Item Return Percentage is calculated as follows:  $\text{Total units exchanged or returned} / (\text{Total units sold} - \text{Total units sold in the Number of periods to offset returns})$ . In making this calculation, the system uses the values in the *# of Periods to Offset Returns (C06)* and *# of Days in Forecasting Period (B96)* fields in the System Control file. For example, if the number of days in a forecasting period is **7**, and the number of periods to offset returns is **2**, the system offsets returns two weeks. In this example, if the total units exchanged or returned is **15**, total units sold is **100**, and the total units sold in the last two weeks is **10**, the system calculates the percentage as follows:  $15 / (100 - 10)$ . The resulting percentage would be **16.67**. **Note:** This field appears only on the 10-offer version of the report.

## Summary Page Report (ISRP)

A summary page prints with each [Inventory Status & Projection Report \(ISRP\)](#). Use this report to evaluate how close your projections were to actual sales. This report prints projection information for each offer included on the report. The bottom portion of this page, showing actual totals, prints only when the report is run for all items, and does not print if the report is restricted to specific product groups or suggested quantities to buy.

**How to print:** Use the Print Inventory Status and Projection Reports **(ISRP)** menu option.

---

CWDirect Rel 1.1 Inventory Status & Projection Report LEE\_H FCR0032 5/10/95 10:36:04 Page 1  
 CWDIRECT COMPANY

Offer Summary									
Offer	95	IS1	IS2						
DFO		4/24/95	2/24/95						
DFO Period Begin Date		4/24/95	2/24/95						
% Complete	.00	94.10	.00	.00	.00	.00	.00	.00	.00
Current Period	30 / 65	17 / 65	76 / 65	0 / 0	0 / 0	0 / 0	0 / 0	0 / 0	0 / 0
Offer Curve	0	87	88	0	0	0	0	0	0
Actual Gross \$ Offer: IS1		22,632.77							
Projected Gross \$:		58,266.10							
% Actual/Projected:		38.84							
Actual Gross \$ Offer: IS2		17,546.62							
Projected Gross \$:		.00							
% Actual/Projected:		.00							

---

### Contents:

- Offer, up to 5 offers can be reported
- DFO (Date of first order), each offer
- Date of first order period begin date
- Percent complete
- Current period
- Offer curve

*CWDirect 18.0*

4. Actual gross dollars for offer
  - Projected gross dollars
  - Percent actual/projected

## Item/SKU Coverage Report

**How to print:** Use the Item/SKU Coverage Selection Prompt Screen (**UBOR**).

Item	SKU	Description	Qty Open	B/O Qty	O/H Qty	Future Qty	On Order	Required Coverage	Current Coverage	Short(-)/Over(+)	S/O Code
JMNSKU	BLUE LRGE	TOFU TEE	0	0	54	0	1,000	0	1,054	1,054	
			P/O # Ln# Expected date		Open qty						
			775	1	5/31/13	100					
			776	1	6/10/13	200					
			777	1	6/25/13	300					
			780	1	7/01/13	400					
JMNSKU	BLUE SML	TOFU TEE					327	0	1,579	1,579	
			P/O # Ln# Expected date		Open qty						
			100	3	10/20/12	100					
			203	2	10/10/12	200					
			108	1	10/15/12	102					
			644	1	1/30/12	25					

### Contents:

- Item number
- SKU code
- Item description
- Qty open (quantity open): the number of units of the item currently reserved and on backorder. The calculation is:

Quantity backordered + Quantity reserved (across all warehouses)

- B/O qty (backorder quantity): the number of units of the item ordered, but currently unavailable
- O/H qty (on-hand quantity): the number of units of the item currently available across all warehouses. This value is stored in the Item/Warehouse (INIWRE) file(s).
- Future qty (future quantity): the number of units of the item for future orders. A future order is an order in which the customer specifies an arrival date greater than the number of reservation lead days specified in the System Control file.
- On order: the number of units of the item on open (unreceived) purchase orders.

## CWDirect 18.0

- **Required coverage:** the amount required to fulfill the projected orders forecasted for the active offers, as defined in the Active Offer file. This is calculated by:

Quantity ordered / % Complete

% Complete is calculated by:

1. Checking for the presence of a curve in the SKU/Offer file, Item/Offer file, or Item Class file. If a curve is found, use the value in the *% Complete* field from the current period of the curve. The current period is determined based on the date of first order in the Offer file. Based on this date, the system calculates the number of periods between the date of the first order and today's date using the period definition in the System Control file (such as a period is measured in **weeks** or **days**).
2. If a curve is found, but the % Complete is 0, then use the value in the *Proj units* field in the SKU/Offer file, but do not perform the standard calculation of Quantity ordered / % Complete as shown above; instead, use the following calculation:

Total demand \$\$\$ catalog-to-date / Budgeted \$\$\$ for all drops (as defined in the Forecast file)

If % Complete is equal to 0, use projected units from the SKU/Offer file.

- **Current coverage:** the number of units of the item you currently have available to cover projected orders for the active offers, calculated by:

On hand + Open purchase orders

- **Shortage/Overage:** the number of units short (negative quantity) or in excess (positive quantity) of the quantity required for the forecast, calculated by:

Current coverage - Required coverage

- **Sold out indicator:** indicates whether the item is sold out and unavailable for sale (based on a value in the *S/O control* field in the Item record). Valid values include:
  - **Selected** = system will sell out the item immediately, when quantity available is less than or equal to zero, or when the quantity available plus the quantity on-order (on purchase orders) is less than or equal to zero

*CWDirect 18.0*

- **Unselected** = item is not flagged as “sold out”
- P/O # (purchase order number): the number of the purchase order on which this item has been ordered from the vendor
- Ln# (line number): the line number of the item on the purchase order
- Expected date: the date on which the item is expected to be delivered
- Open qty (open quantity): the number of units of the item remaining to be received on the purchase order

## Detailed Source Code Analysis Report (SSCA)

**How to print:** Use the Print Detailed Source Code Analysis Report (**SSCA**) menu option.

Source		T	CV	H	DFO	Net	Circ	Act	Ord	Wgt/Proj	Ord	Wgt/Proj	RR	Act	Dmd	Wgt/Proj	GD\$	Wgt/Proj\$	/Bk	\$/Bk	Index	BE	\$/Bk	Contr	/Bk	Wgt/Proj	AOS	Rsp	%	%	Comp
Source																															
Offer . . . :		OFR	A			BASIC																									
Drop . . . :																															
Category . . . :		99	A			CATEGORY																									
Recency . . . :																															
SRC123	SOURCE ONE		K			12/16/12		1		248		248		800.00		24744.98		.00		.00		.00	.00	.00	.00	.00	.00	498.00	.00		
SRC345	SOURCE TWO		K					0		0		0		.00		.00		.00		.00		.00	.00	.00	.00	.00	.00	498.00	.00		
Subtotal Recency								1		248		248		800.00		24744.98		.00		.00		N.A.	N.A.	N.A.	N.A.	.00	.00	498.00	.00		
Subtotal Cat 99								1		248		248		800.00		24744.98		.00		.00		100.00	.00	.00	.00	.00	.00	498.00	.00		
Subtotal Drop								1		248		248		800.00		24744.98		.00		.00		N.A.	.00	.00	.00	.00	.00	498.00	.00		
Subtotal Offer OFR								1		248		248		800.00		24744.98		.00		.00		N.A.	.00	.00	.00	.00	.00	498.00	.00		
Grand Total For All Offers								1		248		248		800.00		24744.98		.00		.00		N.A.	.00	.00	.00	.00	.00	498.00	.00		

**Contents:** The Source Code Analysis report subtotals and page breaks by:

1. Company
2. Offer
3. Drop code
4. Source code category
5. Recency, defined in the Source Code Extended file.
6. Source code

### Field descriptions:

**Source:** A code for a list of names (extracted from your own customer base or rented from a list broker) to whom you mail an offer

**T (Type):** A code that indicates whether this source code should be included in analysis calculations. This code is defined in the *Type* field in the Source Code file.

Valid values are:

- **K** = Known
- **U** = Unknown
- **N** = Unknown/Do not analyze

## CWDirect 18.0

**CV (Cover code):** A code for the cover on the catalog mailed to this source code. Analyses can be performed by cover code to determine whether one cover generated more sales than another. This code is defined in the Cover code field in the Source Code file.

**H (House account code):** A code that indicates whether this list was extracted from your company's own "house" list or from a list rented from a list broker. This code is defined in the *House acct. code* in the Source Code file.

Valid values are:

- **H** = List extracted from customer base (house list)
- **'** = List purchased from list broker

**DFO (Date of first order):** The date on which the first order was placed from someone using this source code. This date is stored in the *D.F.O.* field in the Source Code History file.

**Net circ (Net circulation):** The number of names rented or generated for the mailing to this source code, after removing duplicate names (Gross circulation - Duplicate names). This value is stored in the Net circulation field in the Source Code History file.

**Wgt/Proj Ord (Weighted projected orders):** A calculated field that takes actual orders received and applies a factor for the allocation of the "unknown" orders and applies a factor for the % complete.

**Wgt/Proj RR (Weighted projected response rate):** A calculated field that uses values from the previous 2 fields on this report (net circulation and weighted projected orders). The calculation is:

$$\text{Wgt/Proj Order} / \text{Net Circ}$$

**Wgt/Proj GD\$ (Weighted projected gross demand):** A calculated field that takes actual gross demand dollars and applies a factor for the allocation of the "unknown" orders and applies a factor for the % complete.

The calculation for actual gross demand dollars (also known as adjusted order dollars) is:

$$\text{Source \$} + ((\text{Known total \$} / \text{Source \$ orders}) * \text{unknown total \#})$$

The source dollars of orders is from the Source Code History file. The known total dollars of orders is from the Source Code History file for all **K** (Known) type source codes; the unknown total dollars of orders is from the Source Code History file for all **U** (Unknown) type source codes.

## CWDirect 18.0

The calculation for Wgt/Proj GD\$ is:

Adjusted order dollars / % complete / 100

The % complete is the cumulative percent complete for the report, based on the curve assigned to the offer and the date of the first order for the source code. You may assign a curve code to an offer to project the number of orders (demand) for the offer. A curve is a forecasting model which simulates order activity, which starts off slowly, peaks after a certain amount of time, then winds down

**Wgt/Proj\$/Bk (Weighted projected dollars per book):** A calculated field that uses values from 2 previous fields on this report. The calculation is:

Wgt/Proj GD\$ / Net circ

**\$/Bk Index (Dollars per book index):** This field always equals **100**.

**BE \$/Bk (Break even dollars per book):** The calculation for this field is:

Variable advertising expense / (% Net fill / 100) / ((% Margin / 100)

- ((Cost per order \* Wgt/Proj Ord) / Wgt/Proj GD\$))

The values for the variable ad expense, % net fill, % margin, and cost per order are taken from the Source Code file.

The values for the Wgt/Proj Ord and Wgt/Proj GD\$ fields in this calculation are taken from other calculations (described previously) on this report.

**Contr/Bk (Contribution per book):** The calculation for this field is:

((Wgt/Proj GD\$ \* (% Net Fill / 100) \* (% Margin / 100) - (Var Adv Exp \* Net Circ)

- (Cost per Order \* Wgt Proj Ord )) / Net Circ

The values for the % net fill, % margin, variable ad expense, and cost per order are taken from the Source Code file.

The value for the Net circ field is taken from the Source Code History file.

The values for the Wgt/Proj GD\$ and Wgt Proj Ord fields are taken from other calculations (described previously) on this report.

**Wgt/Proj AOS (Weighted projected average order size):** The calculation for this field is:

Wgt/Proj GD\$ / Wgt/Proj Ord

## CWDirect 18.0

The values for the Wgt/Proj GD\$ and Wgt Proj Ord fields are taken from other calculations (described previously) on this report.

**% Comp (Percent complete):** The cumulative percent complete for the report, based on the curve assigned to the offer and the date of the first order for the source code. You may assign a curve code to an offer to project the number of orders (demand) for the offer. A curve is a forecasting model which simulates order activity, which starts off slowly once a catalog is dropped, peaks after a certain amount of time, then winds down.

**Drop:** The number assigned to the mailing to this list. This value is used for forecasting and analysis reporting. Drop codes are assigned to each mailing; some customers may be included in several drops of the same catalog to spread out circulation and encourage purchases.

A code that describes this group of names, such as buyers, recipients, house list, or rented list. Source code categories are user-defined in the Source Category file.

### Source Code Category Subtotals:

**\$/Bk Index Subtotal per Category:** The dollars per book index; subtotaled by source code category.

This field should always equal **100**, since the calculation is dividing the subtotal by itself \* 100. The calculation is:

(Subtotal Wgt/Proj\$/Bk for the recency within a category within a drop and within an offer /  
Subtotal Wgt/Proj\$/Bk for the recency within a category within a drop and within an offer) \* 100

The calculation for Wgt/Proj\$/Bk is described previously.

**BE \$/Bk Subtotal per Category:** The break-even dollars per book, subtotaled by source code category. The calculation is:

(Var Adv Exp for the category / % Net Fill / 100) / ((% Margin / 100) -  
Individual source code's extended cost subtotal for the category / Wgt/Proj GD\$ subtotal for the category)

The variable advertising expense is the same for all source codes within a source code category. This value, along with the values for % net fill and % margin, are taken from the Extended Source Code file. The Wgt/Proj GD\$ is a value calculated elsewhere on this report.

**Contr/Bk Subtotal per Category:** The contribution per book, subtotaled by source code category. The calculation is:

## CWDirect 18.0

$$\left( \left( \text{Wgt/Proj GD\$ subtotal for the source code category} * \left( \frac{\% \text{ Net fill}}{100} \right) * \left( \frac{\% \text{ Margin}}{100} \right) \right) - \right. \\ \left. \left( \text{Var Adv Exp for the source code category} * \text{Net circulation subtotal for the source code category} \right) \right) - \\ \text{Individual source code's extended cost subtotal for the source code category} / \text{Net circulation subtotal for} \\ \text{the source code category}$$

The Wgt/Proj GD\$ value is calculated elsewhere on this report.

The % net fill, % margin, and variable advertising expense are taken from the Extended Source Code file.

The Net circulation value is taken from the Source Code History file.

### Drop Subtotals:

**\$/Bk Index Subtotal per Drop:** This field is blank on the report.

**BE \$/Bk Subtotal per Drop:** The break-even dollars per book, subtotaled by drop. The calculation is:

$$\left( \text{Net circulation subtotal for category (X)} * \text{BE \$/Book Subtotal Category (X)} \right) \\ + \left( \text{Net circulation subtotal for category (X+1)} * \text{BE \$/Book subtotal category (X+1)} \right) \\ + \left( \text{Net circulation subtotal for category (X+2)} * \text{BE \$/ Book subtotal category (X+2)} \right) \\ + \left[ \dots \text{repeat for all categories} \dots \right] / \text{Net circulation subtotal for drop}$$

The net circulation value is taken from the Source Code History file. The BE \$/Bk is calculated elsewhere on this report.

**Contr/Bk Subtotal per Drop:** The contribution per book, subtotaled by drop. The calculation is:

$$\left( \text{Net circulation subtotal for source code category (X)} * \right. \\ \left. \text{Contribution/Book subtotal for source code category (X)} \right) + \\ \left( \text{Net circulation subtotal for source code category (X+1)} * \right.$$

## CWDirect 18.0

Contribution/Book subtotal for source code category (X+1)) +  
(Net circulation subtotal for source code category (X+2) \*  
Contribution/Book subtotal for source code category (X+2)) +  
...repeat for all source code categories...) /  
Net circulation subtotal for drop

### Offer Subtotals:

**\$/Bk Index Subtotal per Offer:** This field is blank on the report.

**BE \$/Bk Subtotal per Offer:** The break-even dollars per book, subtotaled by offer. The calculation is:

((Net circulation subtotal for drop (X) \* BE \$/Book subtotal for drop (X))  
+ (Net circulation subtotal for drop (X+1) \* BE \$/book subtotal for drop (X+1))  
+ (Net circulation subtotal for drop (X+2) \* BE \$/book subtotal for drop  
(X+2)) + ...repeat for all drops ...) / Net circulation subtotal for offer

**Contr/Bk Subtotal per Offer:** The contribution per book, subtotaled by offer. The calculation is:

((Net circulation subtotal for drop (X) \* Contribution per book subtotal for  
drop (X)) + (Net circulation subtotal for drop (X+1) \* Contribution per book  
subtotal for drop (X+1)) + (Net circulation subtotal for drop (X+2) \*  
Contribution per book subtotal for drop (X+2)) + ...repeat for all drops...) /  
Net circulation subtotal for offer

### Grand Totals for All Offers:

**BE \$/Bk Grand Total:** The grand total for break-even dollars per book, for all offers included on this report. The calculation is:

((Net circulation subtotal for offer (X) \* BE \$/Book subtotal offer (X)) +

## CWDirect 18.0

Net circulation subtotal for offer (X+1) \* BE \$/Book subtotal offer (X+1)) +  
(Net circulation subtotal for offer (X+2) \* BE \$/  
Book subtotal for offer (X+2)) + ...repeat for all offers...) /  
Net circulation grand total

**Contr/Bk Grand Total:** The grand total for contribution per book, for all offers included on this report. The calculation is:

((Net circulation subtotal for offer (X) \* Contribution per book subtotal for offer (X))  
+ (Net circulation subtotal for offer (X+1) \* Contribution per book subtotal for offer (X+1))  
+ (Net circulation subtotal for offer (X+2) \* Contribution per book subtotal for offer (X+2))  
+ ...repeat for all offers...) / Net circulation grand total

## Source Analysis Summary Report (SSCA)

**Description:** This report runs automatically when you run the [Detailed Source Code Analysis Report \(SSCA\)](#). This report uses similar calculations as the [Detailed Source Code Analysis Report \(SSCA\)](#); however, information is summarized by drop, source code category, and recency code.

Recency code is a code used to group buyers who have made purchases within the same time frame, such as within the last 0-12 months. Each source code may be given a recency code to further identify buyers. A recency code may be assigned to a source code by entering a code in the *Recency* field in the Extended Source Code file.

**How to print:** Use the Print Detailed Source Code Analysis Report (**SSCA**) menu option.

CWDirect Rel 16.0		Source Analysis Summary Report							EKAPLAN	MSR0734	6/20/13 15:32:03	Page 1
		Sarah's Fun Shop										
Drop	Recency	Net Circ	Wgt/Proj Ord	Wgt/Proj RR	Wgt/Proj GD\$	Wgt/Proj\$ /Bk	\$/Bk Index	BE \$/Bk	Contr/Bk	Wgt/Proj AOS	% Comp	
Category 99	A CATEGORY	12/10/12										
		100	248	800.00	.00	.00	.00	.00	.00	.00	.00	
Subtotal Cat 99		100	248	800.00	.00	.00	.00	.00	.00	.00	.00	
Total Drop		100	248	800.00	.00	.00	.00	.00	.00	.00	.00	
Grand Total For All Drops		100	248	800.00	.00	.00	.00	.00	.00	.00	.00	

**Field descriptions:** The fields on this report that differ from the [Source Analysis Summary Report \(SSCA\)](#) are:

- **Drop #:** The number assigned to the mailing to this list. This value is used for forecasting and analysis reporting. Drop codes are assigned to each mailing; some customers may be included in several drops of the same catalog to spread out circulation and encourage purchases.
- **Net circulation:** The number of names rented or generated for the mailing to this all source codes with this recency code, after removing duplicate names (Gross circulation - Duplicate names). This value is stored in the *Net circulation* field in the Source Code History file.

**Note:** See the [Detailed Source Code Analysis Report \(SSCA\)](#) for the calculation of each of the following fields:

- **Wgt/Proj Ord (Weighted Projected Orders):** A calculated field. Calculated for each recency code.
- **Wgt/Proj RR (Weighted Projected Response Rate):** A calculated field. Calculated for each recency code.

*CWDirect 18.0*

- **Wgt/Proj GD\$ (Weighted Projected Gross Dollars):** A calculated field. Calculated for each recency code.
- **Wgt/Proj\$/Be (Weighted Projected Dollars Per Book):** A calculated field. Calculated for each recency code.
- **\$/Bk Index (Dollars per Book Index):** A calculated field. Calculated for each recency code.
- **BE \$/Bk (Break Even Dollars per Book):** A calculated field, based on the new fields added to the Source Code Extended file.
- **Contr/Bk (Contribution per Book):** A calculated field. Calculated for each recency code.
- **Wgt/Proj AOS (Weighted Projected Average Order Size):** A calculated field. Calculated for each recency code.
- **% Comp (Percent Complete):** Based on the date of first order for the source code and the offer curve or override source code category curve. Calculated for each recency code.

## Source Promotion Report

**How to print:** Use the Print Source Promotion Report (**PSRP**) menu option.

---

FCR0135      CWDirect Rel 2.0                      ELISE\_K      11/07/96 15:14:28 Page      1

Print Promotion By Source  
Mail Order

Promotion	Value	SEASON												
Source	Prx	Prm	Exl	Dsc	Frnt	Flat	Frnt	Freight	Freight	Freight	Max	Ship	Dsp	Rstd
	Mth	Prc	Srv	Pct	Mth	Amount		Percent	Minimum	Maximum	To's	Frnt	O/E	
WINTER6	D	Y		.00	PS			5.00	3.95	19.95	10	Y	N	
WINTERS	P		Y	10.00	PS			5.00	3.95	19.95	8	N	N	
XMAS1	D			15.00	F	5.00		.00			0	N	N	
XMAS2	D			.00	PS			5.00	4.50	22.50	0	Y	N	
XMAS3	D	Y		.00	PS			5.00	3.95	19.95	0	Y	N	

---

### Contents:

- (Prx Mth): price method
- (Prm Prc): whether orders are eligible for promotional pricing
- (Exl Srv): whether to exclude service charges on orders
- (Dsc Pct): discount percentage to apply
- (Frnt Mth): freight method
- (Flat Frnt Amount): flat freight amount
- freight percentage
- freight minimum
- freight maximum
- (Max Ship To's Frnt): maximum number of ship-to addresses for freight if using the recipient (**R**) freight method
- (Dsp O/E): whether to display the source code in Order Entry
- (Rstd): whether the source code is restricted

## Offer Recap Report

**How to print:** Use the Offer Recap Report (**PORR**) menu option.

---

INR0967	CWDirect Rel 2.0	KAREN_L	11/11/96 14:54:00	Page 1
Offer Recap Report				
The Mail Order Company				
Offer: CAP	Effective Date	11/01/96	To	12/01/96
Item	SKU	Page	Square Inch	Pickup /New
DRAGON BELT		3	6.00	N
GLOVES		2	12.00	P
HAT		2	12.00	P
JACKET	BLCK	1	6.00	N
JACKET	GREY	1	6.00	N
JEANS	BLCK	1	12.00	P
JEANS	BRN	1	12.00	P
JEANS	TAN	1	12.00	P
PANTS	BLCK	3	3.00	P
PANTS	DRAB	3	3.00	P
PANTS	GREY	3	3.00	P
PANTS	RED	3	12.00	P
PANTS	WHITE	3	3.00	P
WOOL SOCKS		1	6.00	N

---

### Contents:

- offer
- effective date
- item
- SKU
- page
- square inch
- pickup/new (defines whether the item/SKU is a carryover from a previous offer or is an item/SKU you are just beginning to sell)

## Forecast Generated Purchase Orders Report

**Purpose:** Use this report to review details about the purchase orders generated based on your forecasted demand.

**How to print:** The system generates this report when you select **Accept/Create PO** at the Create Purchase Orders screen (**ISPI**).

---

CWDirect Rel 6.0 Forecast Generated Purchase Orders EKAPLAN FCR0215 6/03/02 11:32:59 Page 1  
EZK Mail Order

PO Creation Method: VENDOR

PO Number: 1400 Vendor: 1 THE PRICE IS RIGHT Due date: 6/10/02  
Warehouse: 2 MAIN WAREHOUSE Ship via: 1  
Buyer: HEB HANNAH ELIZABETH BROWN

Ln#	Item	SKU	Vendor Item	Quantity	Cost	Due Date
1	BIS123		VBAB1234	70	1.0000	6/10/02
	ONE-POUND BISCOTTI ASSORTMENT					

-----  
PO Number: 1401 Vendor: 12 JACK'S JOKE SHOP Due date: 6/10/02  
Warehouse: 2 MAIN WAREHOUSE Ship via: 1  
Buyer: HEB HANNAH ELIZABETH BROWN

Ln#	Item	SKU	Vendor Item	Quantity	Cost	Due Date
1	BA12	LRGE		15	.7000	6/03/02
	MERMAID BEACH BALL					
2	HI456	PINK	VHQRTUXY1234567K	23	.5000	6/10/02
	HIGHLIGHTER					
3	HI456	YELW	VHQWERTYUIOP123W	10	.5000	6/08/02
	HIGHLIGHTER					
4	MOC678			25	1.0000	6/03/02
	DELICIOUS MOCHA JAVA BEANS 1 LB.					
5	MU888		VMASDFGHJKL	18	10.3207	6/10/02
	COLLECTIBLE COFFEE MUG					
6	PE6666		VPZXCVBNM987	25	.5000	6/10/02
	AUTOMATIC MECHANICAL PENCIL					

-----  
Final totals

---

### Contents:

- the setting of the Automatic PO Creation Method (H92) system control value
- purchase order number

## CWDirect 18.0

- vendor
- due date, calculated by adding the current date plus the *Lead days* from the vendor item. If any of the items on the purchase order have different *Lead days*, the lead days associated with the first item on the purchase order is used to calculate the *Promise date* and *Due date* on the purchase order header.
- warehouse: if any of the items on the purchase order have different warehouses, the warehouse associated with the first item on the purchase order is used on the purchase order header.
- ship via
- buyer: the *Buyer* that was specified for the item at the time you generated the report. If any of the items on the purchase order have different buyers, the buyer associated with the first item on the purchase order is used on the purchase order header.
- for each item on the purchase order:
  - item and SKU code. The item description is below the item code.
  - vendor item code. Even if there is no vendor item for an item, the system still generates a purchase order for it if all the necessary information is available.
  - quantity to order: your entry for the item at the Create Purchase Orders screen
  - cost: derived the same way as in interactive purchase order entry
  - due date

## Forecasting PO Error Listing

**Purpose:** Use this report to review the items that did not have purchase orders generated based on forecast, as a result of missing or invalid information.

**How to print:** The system generates this report when you select **Accept/Create PO** at the Create Purchase Orders screen (**ISPI**).

---

CWDirect	Rel 6.0	Forecasting PO Error Listing	EKAPLAN	FCR0217	6/03/02 13:44:29	Page	1
		EZK Mail Order					
Item	SKU	Quantity	Vendor	Buyer	Error		
PE7788		10	12 HEB		Missing Valid Ship Via		

---

### Contents:

- item code
- SKU code
- quantity: your entry for the item at the Create Purchase Orders screen
- vendor
- buyer
- error

## Print HL Drop, Segment and Detail Report

**Purpose:** This sample includes the segment selection detail, which appears when you enter **D** at the Print House List Drop, Segment and Details Screen (**WHLS**). If you enter **S** for summary, the segment selection detail does not appear.

**How to print:** Use the Print House List Drop, Segment and Details Screen (**WHLS**).

---

```

CWDirect Technical Class      Print HL Drop, Segment and Detail  ELISE_K  HLR0045  9/13/96 10:30:59 Page 1
Drop Id . . . : TEST          Date Created : 9/12/96      Date Modified : 9/12/96
Description . . : A TEST DROP
Universe of customers/prospects:
  Sold-to's . . . : Y (Y=Yes, N=No, A=And)
  Ship-to's . . . : Y (Y=Yes, N=No, A=And)

Input file to use :

Output Options:
  Test or final run . . . . : T (T=Test, F=Final)
  Clear new add/change . . . : N (Y=Yes, N=No)
  Update circulation . . . . : Y (Y=Yes, N=No)
  Update last mail date . . . : Y (Y=Yes, N=No)
  Mail History Y (Y=Yes, N=No)
  Customer Action? . . . . : Y (Y=Yes, N=No)
  Customer Action Note . . . : HELLO THERE
  Max # of records to process : 0      Nth select . . : 0
  Generic list . . . . : Y (Y=Yes, N=No)    No of copies : 1
  Tape . . . . . : N (Y=Yes, N=No)         Device name :
  1-up labels . . . . : N (Y=Yes, N=No)    No of copies : 0
  4-up labels . . . . : N (Y=Yes, N=No)    No of copies : 0
  Disk file . . . . . : N (Y=Yes, N=No)
  OPU file . . . . . : N (Y=Yes, N=No)     OPU file name

Segment Id Description
SEG1      ZIP = 01701
          Group Seq # AND/OR Include/omit Criteria Description
          1 1 OR I Include SC SCF Codes 017,
          SCF Code State 1 Name State 2 Name
          017 MA Massachusetts MA Massachusetts
SEG2      ZIP = 01609
          Group Seq # AND/OR Include/omit Criteria Description
          1 1 OR I Include SC SCF Codes 016,
          SCF Code State 1 Name State 2 Name
          016 MA Massachusetts *Blank
    
```

---

## Generic List Report

**How to print:** Use the Run House List Drop screen (**WHLS**). The system generates this listing if you have the *Generic list* field **selected** when you run a drop or segment. A separate generic list is generated for each segment within a drop.

---

Cust #	Ship	T	Company name	First Name	Last Name	City	St	Ctry
4	1	H		THOMAS	NAVONI	MANSFIELD	MA	
17	2	H		DONNA	TULEJA	MARSHFIELD	MA	
423	3	H		MARY	COONEY	TORONTO	ON	CAN
92		S	ACME ENTERPRISES	MICHELLE	TOOMEY	WORCESTER	MA	
98		S		MAUREEN	WELSCH	TOMS RIVER	MA	
103		S		STEPHEN	PRESSWOOD	BOSTON	MA	
176		S		ELLEN	STRUNK	MILTON	MA	
184		S		ELLEN	ANTRIM	FORDS	MA	
193		S	PETLAND	COLLEEN	COONEY	SHREWSBURY	MA	
204		S		MARTHA	BURGESS	NORTHBORO	MA	
226		S		JERIMIAH	QUAKER	FRAMINGHAM	MA	
241		S		PATRICIA	NADEAU	DULLES	VA	
253		S		MAUREEN	HILL	PRINCETON	NH	
257		S		JOAN	MITCHELL	RUMFORD	MA	

---

### Contents:

- Sold-to customer number
- Ship-to customer number
- Sold-to (**S**) or Ship-to (**H**) customer code
- Company name
- Customer first name
- Customer last name
- Customer city
- Customer state
- Customer country

## House List Selection Statistics Report

**How to print:** Use the Run House List Drop screen (WHLS).

---

CWDirect Rel 2.0	HL Selection Stats	ELISE_K	HLR0087	9/15/96 9:59:35	Page 1	
Drop Id XMAS96	Segment Id XMAS2			Total names selected		394
Group Seq #	Include/omit	Criteria	HLD Description		Records Selected	
1 1	I Include	AO Average Order	GE \$1 AND LE \$100		113	
1 1	I Include	RR Recency Range	GE 01/01/96 AND LE 12/31/96		39	
1 1	O Omit	FC Fraud Customers	EQ Fraud		11	

---

### Contents:

- Drop ID
- Segment ID
- Group number
- Sequence number
- Include or omit selection
- Criteria code and description
- Selection criteria
- Number of records selected

## FDC Interface Report

**How to print:** Use the Generate FDC Transactions Screen (FDCD).

---

CWDirect Rel 2.0 FDC Interface Report ELISE\_K HLR0189 12/06/96 17:17:42 Page 1

Transaction Type	Offer	Offer Description	Month	Year	# Records	Dollars
Inquiries			05	1996	8	.00
Inquiries			06	1996	4	.00
Inquiries	CHA	SPRING PREVIEW	11	1995	7	.00
Inquiries	CHA	SPRING PREVIEW	05	1996	1	.00
Inquiries	CHA	SPRING PREVIEW	06	1996	1	.00
Inquiries	FRE	FREQUENT BUYERS SPEC	06	1996	1	.00
Inquiries	SHA	ST. VALENTINES GIFT	11	1995	5	.00
Inquiries	SHA	ST. VALENTINES GIFT	05	1996	7	.00
Inquiries	SHA	ST. VALENTINES GIFT	06	1996	2	.00
Total Inquiries					36	.00
Customer Change			12	1995	8	.00
Customer Change			06	1996	105	.00
Customer Change			07	1996	1	.00
Customer Change			08	1996	4	.00
Customer Change			09	1996	1	.00
Customer Change			10	1996	2	.00
Customer Change			11	1996	1	.00
Customer Change			12	1996	1	.00
Total Customer Change					123	.00
Final totals					159	.00

---

### Contents:

- transaction type. Valid types are:
  - Cancel
  - Customer change
  - Exchange
  - Giftee
  - Inquiry
  - New item add
  - New order

*CWDirect 18.0*

- Return
- Shipment
- offer code (for FDC, this is assumed to be the first three positions of the source code)
- offer description
- month and year of transaction
- number of records
- dollar value of the transaction
- total number of records and dollar value of each transaction type
- total number of records and dollar value for the report

## Customer Merge/Purge Direct Tech Audit Report

**How to print:** Use the Working with Direct Tech Tape Upload menu option (**MCTE**).

CWDirect Rel 3.5 Customer Merge/Purge Direct Tech Audit KLETENDRE CSR0800 5/11/99 15:13:39 Pg 1					
Target Customer	Source Customer	Ghost?	Target Type (old/new)	Customer Status	
103	130	N	O		
103	136	N	O		
103	137	N	O		
12518	12517	N	N		
52	89	N	O	F	Target Customer Fraud
99	56	N	O	G	Source Customer Fraud
59	147	N	O	H	Both Trg & Src Fraud
* # Of Records Converted To Mozart			7	* Total # of Records with Fraud	
				3	

### Contents:

- target customer number
- source customer number
- ghost flag setting (**Selected** = save as ghost; **Unselected** = do not save as ghost)
- target type (**O** = target customer is older; **N** = target customer is newer)
- customer status (**F** = Target customer is a fraud customer; **G** = Source customer is a fraud customer; **H** = Both the target and the source customer are fraud customers; **S** = Source customer not found; **T** = Target customer not found; **B** = Both target and source customer not found)
- total number of source customer records added to the CWDirect merge/purge files
- total number of records that contained a fraud customer (the record contained a status of **F**, **G**, or **T**)

## Customer Merge/Purge Direct Tech Error List Report

**How to print:** Select **Print Error List** at the Work with Direct Tech Records Screen (**MCTE**).

---

CWDirect	Customer Merge/Purge Direct Tech Error	KLETENDRE	CSR0798	5/11/99	15:43:11	Pg 1
						KAL Co.
Target	Source	Ghost?	Error	Error		
Customer	Customer			Description		
	3	4	N	S	Source Customer Not Found	
	52	89	N	F	Target Customer Fraud	
	59	147	N	H	Both Trg & Src Fraud	
	99	56	N	G	Source Customer Fraud	
	99	130	N	B	Both Trg & Src Not Found	
	39485	5858457		B	Both Trg & Src Not Found	
* # Error Records:		6				

---

### Contents:

- target customer number
- source customer number
- ghost flag
- error code
- error description
- total number of records in error

## Finder Load Summary Report

**How to print:** Use the Load Prospect Finder File screen (LPFF).

---

CWDirect Rel 2.0      Finder Load Summary      Karen\_L      CSRFD      3/07/97      11:47:10      Page 1

Offer: ART  
Drop: 1

Load Date	# Invalid Finder Codes	# Invalid State Codes	# Invalid SCF Codes	Total Records Processed
03/07/97	3000	2424	2424	1

---

### Contents:

- Offer
- Drop
- Load date
- Number of invalid finder codes (the first character of the finder code is not an alphanumeric character).
- Number of invalid state codes (the state code does not exist in the CWDirect Zip/City/State file).
- Number of invalid SCF codes (the zip code does not exist in the CWDirect Zip/City/State file).
- Number of invalid processed records

## Purged Prospect Records Report

**Purpose:** Use this report to review the prospect records that are in a **P** status. This report contains a list of all the prospect numbers that have been purged from the system, including:

- The purge criteria you entered on the Purge Prospect Finder File screen (**MPFF**)
- The total number of records purged

**How to print:** Use the Purge Prospect Finder File screen (**MPFF**).

---

CWDirect Rel 2.0 Purged Prospect Records Karen\_L CSR0790 3/10/97 10:07:33 Page 1

Purge Criteria:

Offer . . . . .:

Drop . . . . .:

Finder Range : A09846 - A10302

Records Purged . . . . : 543

---

### Contents:

- Offer
- Drop
- Finder ID range
- Total records purged



*CWDirect 18.0*

**Note:** This value represents the number of units of an item that were ordered specifically from an offer; it does not represent the number of backordered units across all item/ warehouses.

- Expected delivery date: the date on which the item is due to be received and will relieve the item's backorder status (the system uses PO layering to determine which purchase order delivery will cover this backordered quantity)
- Expected delivery quantity: the number of units of the item that are due to be received
- JC Penney catalog number, from the SKU Cross Reference file
- JC Penney SKU, from the SKU Cross Reference file
- JC Penney Color, from the SKU Cross Reference file
- Final totals: the total number of units that are currently unavailable for open orders and have been backordered

## Soldout Report

**How to print:** Use the Soldout Report Prompt screen (**PPSO**).

---

CWDirect                      Soldout Report                      LEE\_H                      PTR0013                      9/07/94 10:06:33 Page                      1  
    Mail Order Company

Selected Offer:    1

Item	SKU	Description	----	JC Penney	----
			Cat	SKU	Color
1511	GRN	WASH CLOTH			
1514	BLUE	BATCH TOWEL			
2222	WHT LRG	NIGHTSHIRT			
4659	WHT MED REG	LACE BALLE SLIPPERS			
4659	WHT MED WIDE	LACE BALLE SLIPPERS			
4659	WHT SML REG	LACE BALLE SLIPPERS			
4823		MOTHER'S STERLING NECKLACE			
4824		EARRINGS			
6006	DBLE	SPOOL BED			
6006	QUEN	SPOOL BED			

---

### Contents:

- Offer code
- Item number
- SKU
- Description
- JC Penney catalog number (from the SKU Cross Reference file)
- JC Penney SKU (from the SKU Cross Reference file)
- JC Penney Color (from the SKU Cross Reference file)

## Held Order by Pay Type Report

**How to print:** Use the Print Held Orders by Pay Type Prompt screen (PHOP).

---

CWDirect	Rel 9.0	Held Order by Pay Type	KBOTTGER	OER0727	1/20/05 16:58:17	Page 1
Selected Pay Type: 4 VISA		Bottger Acquired Farrah Cmp-90				
		Our No. 903				
*****						
Order #	Name		Card #		Amount	
*****						
5286	TROY BOTTGER		47882500012****		941.69	
	109 TURNER LANE	FRONT				
	MILLIS, MA 02054 USA					
5289	BERNADETT MIRANDA		478825001133****		941.69	
	10 EVERGREEN RD					
	MEDWAY, MA 02053 USA					
5290	LINDA LETENDRE		478825004433****7		941.69	
	19 HADLEY STREET					
	SPFLD, MA 01119 USA					
5291	GABRIELLE LETENDRE		478825000012****6		941.69	
	1214 ROOSEVELT ST					
	SPFLD, MA 01118 USA					
5292	BRYAN KNIGHT		478825000012****5		941.69	
	13 HOLLYWOOD LN	3				
	GRANBY, MA 01128 USA					
5293	FRANCESCO COLLONA		478825000012****		941.69	
	687 ROMANSKY BLVD					
	TRETON, MA 01468 USA					
5294	DARCY BOTTGER		478825000013****		941.69	
	109 TURNER LANE					
	TEMPLTON, MA 02054 USA					
Final totals					6,591.83	

---

### Contents:

- Pay type: the code for the pay type for which the report was run
- Our number: the number of the vendor for whom the report was run, as defined in the *Spiegel Vendor Number (C75)* field in the System Control file.

## CWDirect 18.0

- Order number
- Name: the name and address of the bill-to customer (who will be invoiced for the order, if different from the person who placed the order); otherwise, the name and address of the sold-to customer (the person who placed the order)
- Card #: the number of the credit card that was used as payment on the order. If you do not have authority to the *Display Full Credit Card Number (B14)* secured feature, the credit card number prints in the format specified at the Credit Card Number Layout screen (**WPAY**) for the associated pay type. For example, 4788\*\*\*\*\*1443 may print instead of the entire credit card number. If you use credit card tokenization, this number may be a token rather than the actual credit card number.

If the customer used two different credit cards that belong to the same payment type (such as two different Visa credit cards), only the first credit card used on the order prints on this report. The value in the *Amount* field, however, represents the cumulative charges against both credit cards.

- Amount: the order total, regardless of paytype.
- Final totals: the total dollar amount of charges for this payment type that are associated with held orders.

## Merchandising Reports

- [Print ABC Velocity Report \(By Dollars or Units\)](#)
- [Vendor Upload Error Report](#)
- [Drop Ship Set Shipments Report](#)
- [Finished Good Items Average or Standard Cost Updated Report](#)
- [Standard Cost Updates Report](#)
- [Item/SKU Offer Upload Exception Report](#)
- [PO Interface - Accepted PO Report](#)
- [PO Interface - Error Report](#)
- [Purchase Order](#)
- [PO Receiving Worksheet](#)
- [Receiving Worksheet -- Weight Method](#)
- [Purchase Order Item Label](#)
- [Open PO's by Vendor Report](#)
- [Purchase Order Auto Cancel Report](#)
- [PO Expected Delivery Report](#)
- [Item Sales Analysis Report](#)
- [Item Stock Status Report](#)
- [Stock Aging Report](#)
- [Incomplete Item/SKU List](#)

*CWDirect 18.0*

- [Merchandising Cost Report](#)
- [Item Upload Processed Records Report](#)
- [Item Upload Error Report](#)
- [Record Deleted from RI Item Upload Report](#)
- [Retail Price Change Upload Error List](#)
- [Retail Price Change Update Report](#)

## Print ABC Velocity Report (By Dollars or Units)

**Purpose:** Use this report to review the ABC/velocity code assigned to each item/SKU, based on the total sales dollars or total sales units of the item/SKU for a defined accounting period/year.

The *Use dollars or units* field at the Update SKU ABC/Velocity Codes Screen (MABC) determines if the system prints the Print ABC Velocity report by dollars or units.

This report sorts in *New ABC code, Sales dollars/units* sequence.

**How to print:** Submit the ABC/Velocity Process at the Update SKU ABC/Velocity Codes Screen (MABC).

CWDirect 18.0

Print ABC Velocity by Dollars report:

CWDirect Rel 8.0 Print ABC Velocity by Dollars KBOTTGER INR1823 2/09/04 11:36:39 Page 1  
 KAB CWData Download Company

Report Selection:

From Date . . . : 2/09/04  
 To date . . . : 2/09/04  
 Use Dollars or Units : D Dollars  
 Update to be Performed: 1 Update w/Report

ABC Code	First Order	Percentage of Sales
A	0	50.00 %
B	0	25.00 %
C	0	15.00 %
D	0	10.00 %
N	5	.00 %
Z	0	.00 %

Item	SKU	Description	Sales Dollars	Sales Units	Cumulative Dollar Sales	Cumul. Pct of Sales	Cumul. Pct of Items	Prev ABC Code	New ABC Code
2004ITEM1		2004ITEM1 ITEM DESCRIPT	160.00	6	160.00	22.63 %	12.50 %	A	A
2004SKU1	RED GRLS SMLL	2004SKU1 ITEM DESCRIPTI	160.00	6	320.00	45.26 %	25.00 %	A	A
2003ITEM1		2003ITEM1 DESCRIPTION	152.00	7	472.00	66.76 %	37.50 %	B	B
2003SKU1	RED GRLS SMLL	2003SKU1	152.00	7	624.00	88.26 %	50.00 %	C	C
2004ITEM2		2004ITEM2 ITEM DESCRIPT	51.00	6	675.00	95.47 %	62.50 %	D	D
2003ITEM2		2003ITEM2 ITEM DESCRIPT	32.00	3	707.00	100.00 %	75.00 %	D	D
2003SOLDOUT		2003SOLDOUT ITEM DESCRI	.00	0	707.00	100.00 %	87.50 %	Z	Z
2005ITEM1		2005ITEM1 ITEM DESCRIPT	.00	0	707.00	100.00 %	100.00 %	Z	Z
Final totals					707.00				
Total Items:		8							

**Print ABC Velocity by Units report:**

CWDirect	Rel 8.0	Print ABC Velocity by Units	KBOTTGER	INR1822	2/09/04 11:44:56	Page	1
Report Selection: From Date . . . : 2/09/04 To date . . . . : 2/09/04 Use Dollars or Units : U Units Update to be Performed: 2 Report Only							
ABC Code	First Order	Percentage of Sales					
A	0	50.00 %					
B	0	25.00 %					
C	0	15.00 %					
D	0	10.00 %					
N	5	.00 %					
Z	0	.00 %					

Item	SKU	Description	Sales Dollars	Sales Units	Cumulative Unit Sales	Cumul. Pct of Sales	Cumul. Pct of Items	Prev ABC Code	New ABC Code
2003ITEM1		2003ITEM1 DESCRIPTION	152.00	7	7	20.00 %	12.50 %	B	A
2003SKU1	RED GRLS SMLL	2003SKU1	152.00	7	14	40.00 %	25.00 %	C	A
2004ITEM1		2004ITEM1 ITEM DESCRIPTION	160.00	6	20	57.14 %	37.50 %	A	B
2004ITEM2		2004ITEM2 ITEM DESCRIPTION	51.00	6	26	74.29 %	50.00 %	D	B
2004SKU1	RED GRLS SMLL	2004SKU1 ITEM DESCRIPTION	160.00	6	32	91.43 %	62.50 %	A	C
2003ITEM2		2003ITEM2 ITEM DESCRIPTION	32.00	3	35	100.00 %	75.00 %	D	D
2003SOLDOUT		2003SOLDOUT ITEM DESCRIPTI	.00	0	35	100.00 %	87.50 %	Z	Z
2005ITEM1		2005ITEM1 ITEM DESCRIPTION	.00	0	35	100.00 %	100.00 %	Z	Z
Final totals					35				
Total Items:		8							

**Contents:**

- **From date:** The date you entered in the *From date* field on the Update SKU ABC/Velocity Codes Screen (MABC); this is the starting date the system uses to update ABC/velocity codes.
- **To date:** The date you entered in the *To date* field on the Update SKU ABC/Velocity Codes Screen (MABC); this is the ending date the system uses to update ABC/velocity codes.

## CWDirect 18.0

- **Use dollars or units:** Indicates if the system used sales dollars or sales units to determine the ABC/velocity code assigned to each item.

- **D Dollars** prints if the system used sales dollars.
- **U Units** prints if the system used sales units.

**Update to be performed:** Indicates if the system updated items with the new ABC/velocity code or just generated the Print ABC Velocity Dollars/Units report without performing updates.

- **1 Update w/Report** prints if the system updated the ABC/velocity code assigned to an item based on the item's performance and generated the Print ABC Velocity Dollars/Units report.
- **2 Report only** prints if the system generated the Print ABC Velocity Dollars/Units report without performing updates.
- **ABC code:** A code that classifies an item based on sales volume; this is a list of the ABC codes defined in the ABC/Velocity file that can be assigned to each item/SKU.
- **First order:** Indicates the number of days that must pass after the first order for an item before an ABC/velocity code is assigned to the item. For example, if *First order* is set to **5**, an item is assigned an ABC/velocity code of N (new item) until 5 days after the date of its first order. The *First order* column is populated only for ABC/velocity code N. Items assigned ABC/velocity code N are not included on this report.
- **Percentage of sales:** The percentage of sales (units or dollars) required for an item to earn the ABC/velocity code. The system ranks percent of sales by ABC/velocity code, sorted alphanumerically.
- **Item:** A code that represents an item.
- **SKU:** The SKU code, if any, of the item.
- **Description:** A description of the item.
- **Sales dollars:** The sales dollars for the item/SKU in the date range specified. This is the *Dollars sold* from the Item Sales Analysis Work file. **Note:** The system does not include items with negative sales dollars.
- **Sales units:** The sales units for the item/SKU in the date range specified. This is the *Units sold* from the Item Sales Analysis Work file.
- **Cumulative dollar sales:** The cumulative sales dollars up to and including this item. The system totals the *Sales dollars* column for this item and all previous items on the report. For example, the cumulative dollar sales for the first item on the report is sales

## CWDirect 18.0

dollars for that item only; the cumulative dollar sales for the second item on the report is sales dollars for that item plus the sales dollars for the first item; the cumulative dollar sales for the third item on the report is the sales dollar for that item plus the sales dollars for the first and second item, etc. *This column prints only if you generated the report by dollars.*

- **Cumulative unit sales:** The cumulative sales units up to and including this item. The system totals the *Sales units* column for this item and all previous items on the report. For example, the cumulative unit sales for the first item on the report is sales units for that item only; the cumulative unit sales for the second item on the report is sales units for that item plus the sales units for the first item; the cumulative unit sales for the third item on the report is the sales units for that item plus the sales units for the first and second item, etc. *This column prints only if you generated the report by units.*
- **Cumulative percent of sales:** The cumulative percentage of sales for the item. The system uses the following calculation to determine the cumulative percent of sales:  $(\text{Cumulative dollar sales} / \text{Final totals cumulative dollar sales}) \times 100 = \text{Cumulative percent of sales}$ . For example, if the *Cumulative dollar sales* for the item is **824.00** and the *Final totals cumulative dollar sales* is **1092.00**, the *Cumulative percent of sales* is **75.45787**, rounding to **75.46%**.
- **Cumulative percent of items:** The cumulative percentage of items. The system uses the following calculation to determine the cumulative percent of items:  $(\text{item \#} / \text{Total items}) \times 100 = \text{Cumulative percent of items}$ . For example, for the first item on a report with 8 total items, the *Cumulative percent of items* is **12.50%**; for the second item, the *Cumulative percent of items* is **25.00%**.
- **Previous ABC code:** The ABC/velocity code previously assigned to the item/SKU.
- **New ABC code:** The ABC/velocity code currently assigned to the item/SKU. **Note:** If you selected to generate this report without performing updates, the system does not assign a new ABC code to the item.
- **Final totals:** The total cumulative dollars or units for all items/SKUs included in the ABC Velocity by dollars/units.
- **Total items:** The total number of items/SKUs included in the ABC Velocity by dollars/units. The system does not include items assigned ABC/velocity code **N** (new item) in this total.

## Vendor Upload Error Report

**Purpose:** This report lists any vendor upload records that contain errors. You can use this report to determine what vendor upload records you need to correct.

**Note:** Each vendor upload record in an error status is associated with only one error (the first error the system finds for the record). Once you correct the error and resubmit the vendor upload batch program, the system validates the record for additional errors.

This report sorts in record type, company, vendor number sequence.

CWDirect 18.0

**How to print:** Select **Submit** at the Submit Vendor Upload screen (**LVUP**) to submit the vendor upload batch program.

---

CWDirect Rel 6.0	<b>Vendor Upload Error Report</b>	KBOTTGER	POX0732	6/24/02 16:08:47	Page 1
Record Type: Add					
Cmp Vendor #	Vendor Name	Error Description			
0	4 TEST VENDOR 4	Missing Company			
Record Type: Add					
Cmp Vendor #	Vendor Name	Error Description			
511	62418 VNAME	Invalid Company			
Record Type: Add					
Cmp Vendor #	Vendor Name	Error Description			
555	0 V NAME	Missing Vendor Number			
555	101 VNAME	Vendor Already Exists			
555	6244	Missing Vendor Name			
555	62410 VNAME	Missing Print PO			
555	62411 VNAME	Missing Fax PO			
555	62412 VNAME	Missing Print Checks Response			
555	62413 VNAM	Missing Drop Ship Output Response			
555	62415 VNAME	Missing EDI P/O Response			
555	62416 VNAME	Missing Vendor Price Currency Response			
555	62417 VNAME	Type of Vendor Invalid			
555	62420 VNMAE	Print PO Invalid			
555	62421 VNAME	Fax PO Invalid			
555	62422 VNAME	Print Checks Invalid			
555	62424 VNAME	Vendor Factor Invalid			
555	62425 VNAME	EDI P/O Invalid			
555	62426 VNAME	Invalid Terms Code			
555	62429 VNAME	Currency Code Invalid			
555	62431 VNAME	Type of Vendor Invalid			
Add RECORD(S) :	20				
Record Type: Modify					
Cmp Vendor #	Vendor Name	Error Description			
555	84857 VNAME	Vendor Does Not Exist			
Modify RECORD(S) :	1				
Record Type: Delete					
Cmp Vendor #	Vendor Name	Error Description			
555	889934 VNAME	Vendor Does Not Exist			
Delete RECORD(S) :	1				
Record Type: Missing/Invalid					
Cmp Vendor #	Vendor Name	Error Description			
555	6242 V NAME	Missing Record Type			
Missing/Invalid RECORD(S)	1				

---

## CWDirect 18.0

### Contents:

- **Record type:** Identifies whether the vendor upload record is an add, modify, or delete, or if the record type is missing or invalid. The total number of records that contain errors for each type of record (add, modify, delete, missing/invalid) prints underneath each record type.
- **Company number:** Identifies the CWDirect company where you wish to upload the vendor upload record. Company 0 prints if the company number is missing from the vendor upload record (the *Company* field is blank).
- **Vendor number:** A code that identifies the vendor you are creating, updating, or deleting, based on the record type defined for the vendor upload record. Vendor number 0 prints if the vendor number is missing from the vendor upload record (the *Vendor #* field is blank).
- **Vendor name:** The name of the vendor. The vendor name is blank if the vendor name is missing from the vendor upload record (the *Vendor name* field is blank).
- **Error:** A description of the error associated with the vendor upload record.
- **Number of records:** The number of vendor upload records for each record type (add, change, delete, missing/invalid) that are in error.

## Drop Ship Set Shipments Report

**Purpose:** The Drop Ship Set Shipments report lists any orders that contain a drop ship set item where:

- The master set item has been ship confirmed and its component items have not been completely shipped.
- The master set item has not been ship confirmed, but its components have been partially, or completely, shipped.

The system includes sets on this report where:

- the order containing the drop ship set is open, and
- the master set item is flagged as drop ship, and
- some part of the set (the master set item or a component item) is closed while some part of the set (the master set item or a component item) remains open

**Note:** While the master set item must be flagged as drop ship to include the set on this report, the component items do not have to be flagged as drop ship.

You can use this report to determine if a set exists that has not shipped together or if a set exists where all of the component items have shipped, but the master set item still remains open; this may occur if all of the component items are drop ship, but the set master item is not drop ship - in this situation you need to generate a pick slip for the master set item before the system closes the set.

Drop ship sets display on this report in order #, ship to #, order line sequence #, line # sequence.

## CWDirect 18.0

**How to print:** When you select the Print Drop Ship Set Shipments report (PDSS) menu option, the system does not advance you to a screen and instead, immediately submits the report: Job 226258/KBOTTGER/DS\_SET\_RPT submitted to job queue.

CWDirect		Rel 11.5			Drop Ship Set Shipments			KBOTTGER	FLR1195	11/27/07 15:25:00	Page	1
Order#	Ship To	Seq#	Line#	Status	Order Date	Item	SKU	Set Master	Price	Qty Shipped		
163	1	1	1		11/07/07	2007DSSET1	WHTE	Y	50.00	0		
163	1	2	2		11/07/07	2007COMPSKU1	WHTE	N	.00	0		
163	1	3	3		11/07/07	2007COMPSKU2	WHTE	N	.00	0		
163	1	4	4	X	11/07/07	2007DSSKU4	WHTE	N	.00	1		
163	1	5	5	X	11/07/07	2007DSSKU5	WHTE	N	.00	2		
370	1	1	1		11/27/07	CDCSET		Y	10.00	0		
370	1	2	2	X	11/27/07	SETDSCOMP1		N	.00	1		
370	1	3	3		11/27/07	SETDSCOMP2		N	.00	0		

### Contents:

- **Order #:** The order that contains a drop ship set that has been partially shipped.
- **Ship to:** The order ship to number that contains the drop ship set.
- **Seq #:** The order line sequence number that contains the set master item or one of its components.
- **Line #:** The order line number that contains the set master item or one of its components.
- **Status:** The status of the order line.
  - **blank** = Open
  - **B** = Express Bill
  - **C** = Cancelled
  - **E** = Error
  - **H** = Held
  - **S** = Soldout
  - **X** = Closed
- **Order date:** The date when the order was placed.

*CWDirect 18.0*

- **Item:** The item defined for the order line.
- **SKU:** The SKU defined for the order line.
- **Set master:** Indicates whether the order line contains the set master item or one of its components.
  - **Y** = The order line contains the set master item.
  - **N** = The order line contains one of the set component items.
- **Price:** The price defined for the order line.
  - If you price the set at the set master level, the price is defined for the order line containing the set master item.
  - If you price the set at the set component level, the price is defined for the order line containing the component items.
- **Qty shipped:** The number of units of the item that has shipped.

## Finished Good Items Average or Standard Cost Updated Report

**How to print:** Run a periodic process to update the cost of a finished good.

---

CWDirect Rel 2.0	Finished Good Avg or Std	Cost Updated	KAREN_L	INR0952	2/18/97	8:50:30	Page 1
Item Number	SKU Code	Prior Cost	New Avg Cost				
ART KIT		455.0000	405.0000				
PAINT KIT		50.8500	42.5000				
SKETCH KIT		75.0000	70.0000				
WINTER COLD		100.0000	155.0000				
# Of Finished Good Items Updated:		4					

---

### Contents:

- Item number
- SKU code
- Prior cost
- New Average/Standard Cost (You define the pricing method the system uses in the *Costing Method (A25)* field in the System Control file. If you define average cost, the system averages the costs over both the current on-hand inventory plus any incoming receipts. If you define standard cost, the system does not update any costing information.)

## Standard Cost Updates Report

This report displays all items that have been updated with a landed cost, and might be useful in verifying that all standard cost updates were accurate.

**How to print:** Complete the Update Standard Cost Screen (**MSCC**).

---

CWDirect Rel 2.5    Standard Cost Updates    EKAPLAN    POR0463    12/01/97    14:18:02    Page    1

EZK Mail Order

Item	CLR	SIZE	WIDTH	Vendor	Vendor Item	Price	Total Add'l Chrgs	New SKU Cost	Old SKU Cost	Net Change
JMN003				100	10-VIJMN003	2.2500	.0000	2.2500	20.0000	17.7500-
JMN003				100	10-VEN343434	15.0000	.0000	15.0000	2.2500	12.7500
JMN003				100	10-JMN003	20.0000	.0000	20.0000	15.0000	5.0000
WA1234				1	MIABCDEF	10.0000	.5000	10.5000	10.1000	.4000

---

### Contents:

- item
- SKU (The field heading prints as *SKU* if the *Split SKU Inventory (A26)* system control value is **unselected**. If the *Split SKU Inventory (A26)* system control value is **selected**, the system uses the values defined in the *Split SKU Element Column Headings (A52, A53, A54)* system control values for the SKU field heading.)
- vendor
- vendor item defined for the primary vendor
- current vendor item price
- total vendor additional charges. If the additional charge for the vendor item is set up as a percentage, the per unit amount produced by applying the percentage to the vendor item price prints.
- new SKU cost (landed cost)
- old SKU cost
- net change

## Item/SKU Offer Upload Exception Report

This report lists any item/SKU offer upload records that contain errors (**E** status) or were in use (**I** status) at the time the batch program was submitted. You can use this report to determine what item/SKU offer upload records you need to correct before the system uploads them to the Item/Offer and SKU/Offer files.

This report sorts in company, item, SKU, offer, status sequence.

**How to print:** Select **Process File** at the Work with Item/SKU Offer Upload Screen (**WISU**) to submit the item/offer upload.

---

CWDirect Rel 4.0    Item/SKU Offer Upload Exception Rpt    KLETENDRE INR1519    10/04/99    15:23:48    Page 1

Cmp	Item	SKU	Ofr	Description	Status	Action Code
555	FIELD VEST		555	BRIGHT ORANGE FIELD V	E	A
	SC45678		A01	SOCCER-STRIPE SCARF	E	A
	MITTENS	BRN LRGE	A01	HOMEMADE MITTENS	E	A
	MITTENS	BRN MEDM	A01	HOMEMADE MITTENS	E	A
	MITTENS	BRN SMLL	A01	HOMEMADE MITTENS	E	A
	SC12345	BLUE	A01	HAND-KNIT SCARF	E	A

---

### Contents:

- Company (when you submit the Item/SKU offer upload batch program, the program validates and processes each item/SKU offer upload record in the Item/SKU Offer Upload file, regardless of the company from which you submitted the job)
- Item code
- SKU code
- Offer code
- Item description
- Status (only item/SKU offer upload records in an error (**E**) status or in use (**I**) status print on this report)
- Action code (**A** = addition; **C** = change)

## PO Interface - Accepted PO Report

This report displays records in the Purchase Order Interface files that did not contain any errors. When a purchase order interface record does not contains errors, the system deletes the record from the Purchase Order Interface files and creates a CWDirect purchase order. You can review the purchase orders that were created in Maintaining Purchase Orders (**MPOE**).

**How to print:** Complete the Load PO Interface screen (**GPOI**).

---

CWDirect Rel 3.5	PO Interface - Accepted PO Report
	KAL Co.
PO#	Reference #
564	0005554
566	0005555
567	0005556
568	0005557
Total # PO Accepted:	4

---

### Contents:

- Purchase order number (the system assigns the next purchase order number based on the current value in the *Last number* field for the *Purchase Order Header* counter in the Number Assignment file).
- Reference number (the *Reference number* is a unique identifier for the header, detail, and message interface records. This number is stored in the *OHPOID* field in the Order Header Upload and Order Detail Upload files. The system defaults this number to the CWDirect *Reference number* field in the Purchase Order Header file).
- Total number of purchase orders accepted (this is the total number of CWDirect purchase orders created).

## PO Interface - Error Report

This report displays records in the Purchase Order Interface files that contain errors. If a record contains more than one error, a separate line prints on the report for each. The records remain in the Purchase Order Interface files until the errors are corrected or the record is deleted. You can correct the errors in Work with Purchase Order Interface Records.

**How to print:** Complete the Load PO Interface screen (**GPOI**).

---

CWDirect Rel 3.5 PO Interface - Error Report KLETENDRE POR0554 12/04/98 Page 1  
KAL Co.

PO#	Reference #	LN#	Error
565	0005554		Invalid Due Date on Hdr
565	0005554		PO Header Without Detail
569	0005551		Invalid Vendor # on Hdr
569	0005551		Invalid Buyer # on Hdr
569	0005551		Invalid Warehouse on Hdr/missing on Whs X-ref file
569	0005551	1	Invalid Item #
569	0005551	1	Invalid SKU Code
569	0005551	1	Invalid UOM on Detail
569	0005551	1	Invalid Vendor on Detail
569	0005551	1	Invalid warehouse on Dtl/missing on Whs X-ref file
570	0005552		Invalid Vendor # on Hdr
570	0005552		Invalid Warehouse on Hdr/missing on Whs X-ref file
570	0005552	1	Invalid Vendor on Detail
570	0005552	1	Invalid warehouse on Dtl/missing on Whs X-ref file
Total # PO's in error:			3
Total # PO Interface records in error:			14

---

### Contents:

- Purchase order number (the system assigns the next purchase order number based on the current value in the *Last number* field for the *Purchase Order Header* counter in the Number Assignment file).
- Reference number (the *Reference number* is a unique identifier for the header, detail, and message interface records. This number is stored in the *OHPOID* field in the Order Header Upload and Order Detail Upload files. The system defaults this number to the *CWDirect Reference number* field in the Purchase Order Header file).
- Purchase order detail line number

### CWDirect 18.0

- Error message. A purchase order interface error occurs if:
  - an order header upload record exists without an associated order detail upload record.
  - an order detail upload record exists without an associated order header upload record.
  - the *Reference number*, *Vendor number*, *Buyer*, *Due date*, or *Warehouse* fields in the Order Header Upload do not contain information.
  - the *Sequence number*, *Item*, *SKU*, *Quantity*, *Price*, or *Due date* fields in the Order Detail Upload do not contain information.
  - information in the *Vendor*, *Buyer*, or *Warehouse* fields in the Order Header Upload is invalid
  - information in the *Vendor*, *Item*, or *SKU* fields in the Order Detail Upload is invalid.
- Total number of purchase orders in error (this is the total number of purchase orders that were created that contain errors).
- Total number of purchase order interface records in error (this is the total number of errors that occurred when you generated the Purchase Order Interface files. You can have multiple errors for the same purchase order interface record).

## Purchase Order

**How to print:** Complete the:

- Print and/or Fax Pop-Up Window in PO entry, maintenance or inquiry
- Print POs and Worksheets by PO Screen (**PPWS**)
- PO Print/EDI Generation Selection Screen (**MPRP**)

Vendor	Purchase Order	PO#	Rev
101		593	1
		Page	1

To:	Ship To:
VENDOR 101	WAREHOUSE 40
10 SPEEN STREET	10 SPEEN STREET
FRAMINGHAM MA 01701	FRAMINGHAM MA 01701
USA UNITED STATES	USA UNITED STATES
BERNADETTE T. MIRANDA	BERNADETTE T. MIRANDA
{508} 626-2600 Ext 101	

3/03/98

---

1 BEST WAY SHIPPER  
Call if you will be late with the delivery.

10	101WE7856TR9	87 MARBLE CUTTING BOARD	23.6281
		SMALL GREEN MARBLE CUTTING BOARD	236.2810
25	101WE7654TR3	65 MARBLE CUTTING BOARD	45.7254
		MEDM WHITE MARBLE CUTTING BOARD	1143.1350
36	101WE5429TR5	39 MARBLE CUTTING BOARD	23.6281
		SMALL WHITE MARBLE CUTTING BOARD	850.6116
		Total Units:	71
		Total \$:	2,230.0276

Signature

### Contents:

- Vendor

*CWDirect 18.0*

- Purchase order number
- revision number
- To vendor's name, address, and phone number
- Ship to name and address
- Order date
- Due date
- Cancel date
- Ship via
- Shipping instructions
- Line number
- Item
- SKU
- Quantity
- Unit of Measure
- Vendor item
- Vendor quantity
- Vendor unit of measure
- Total units



**Contents:**

- Purchase order number
- Vendor
- Control number
- Shipper tracking number
- Terms
- Offer
- Receiver
- Entry date
- Ship number
- Entry number
- Purchase orders
- Cartons
- Weight
- Cube
- Units
- Ship date
- Ship via
- Receipt date
- Count

*CWDirect 18.0*

- Charges
- Due date
- Line #
- Backorder qty
- Item
- SKU
- Quantity
- Unit of measure
- Cost
- Item
- Unit of measure quantity
- Quantity received
- Location
- Total received

## Receiving Worksheet -- Weight Method

**Purpose:** This report lists each PO, each line on a PO, and any additional charges. The weight method worksheet is used as a checklist at PO receiving. In order to print this report, you must have the following system control values set correctly:

- the *P/O Receipt Costing Calculation Method (A57)* system control value must be set to **W** (weight)
- the *P/O Receipt Control # Entered (A56)* system control value must be **selected**

### How to print:

- Print and/or Fax Pop-Up Window in PO entry, maintenance or inquiry
- Print POs and Worksheets by PO Screen (**PPWS**)
- PO Print/EDI Generation Selection Screen (**MPRP**)

---

CWDirect Rel 2.5	Receiving Worksheet -- Weight Method										KLETENDRE POR0391 3/03/98 12:25:42 Page 1								
	The KL Mail Order Company																		
P/O #:	593	Control #:	301	Vendor #:	101														
Item	Qty	Rec PO	Price	Exch Rate	\$ Price	Unit	Disc	Net \$	Comm %	Comm/Unit	Duty %	Duty/Unit	S&H Chg	Brokerge Fee	Total Wgt	Cost/LB	Unit Wgt	Cost/Unt	
WEIG76	10	26.2535	1.0000000	26.2535	19.7138	6.5397	12.00	.78	5.00	.33	12.00	16.00	20.000	1.40	2.000	2.80			
YELLOW 2 SLOT TOASTER6																			
WEIG79	25	26.2535	1.0000000	26.2535	19.7138	6.5397	12.00	.78	5.00	.33	12.00	16.00	20.000	1.40	2.000	2.80			
WHITE 2 SLOT TOASTER																			
WEIG72	36	26.2535	1.0000000	26.2535	19.7138	6.5397	12.00	.78	5.00	.33	12.00	16.00	20.000	1.40	2.000	2.80			
BLACK 2 SLOT TOASTER																			

---

### Contents:

- Purchase order number
- Control number
- Vendor number
- Item
- Quantity received

*CWDirect 18.0*

- Purchase order price
- Exchange rate
- Dollar Price
- Unit discount
- Net dollar amount
- Commission percent (defined in Working with Vendor Items (**WVNI**))
- Commission per unit
- Duty percent (defined in Working with Vendor Items (**WVNI**))
- Duty per unit
- Shipping and handling charge (defined as an additional charge in Receiving Purchase Orders (**PORC**))
- Brokerage fee (defined as an additional charge in Receiving Purchase Orders (**PORC**))
- Total weight (the weight entered in the *Total weight* field on the Create P/O Receipt Control screen in Purchase Order Receipts; fast path = **PORC**)
- Cost per pound (
- Unit weight (defined in the *Ship weight* field in Work with Item/SKUs; fast path = **MITM**)
- Cost per unit

## Purchase Order Item Label

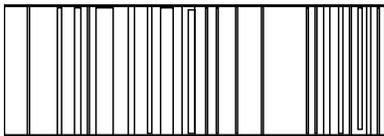
**Purpose:** An item label prints for each unit ordered on a purchase order and lists the company, item number, item description and SKU. The system uses the program name defined in the *RF Item Label Print Program (E24)* system control value to print purchase order item labels

**How to print:** Complete the:

- Print and/or Fax Pop-Up Window in PO entry, maintenance or inquiry
- Print POs and Worksheets by PO Screen (**PPWS**)
- PO Print/EDI Generation Selection Screen (**MPRP**)

---

The KL Company



TRSK100001BLUELRGE

TRSK100001 BLUE LRGE  
TABLE CLOTH BLUE CALICO

---

### Contents:

- Company description (the company where the purchase order was created)
- Barcode
- Item number
- SKU
- Item description

## Open PO's by Vendor Report

**How to print:** Complete the Print Open PO's By Vendor Screen (MPPO).

---

CWDirect Rel 2.1	Print Open PO's By Vendor	LIZ_P	POR0464	7/17/97 15:46:13	Page	5
	The Mail Order Company					
Due Dates Selected From :	2/15/97 To 10/15/97					
Vendor # . . . :	909 PRODUCTIONS COMPANY					

PO No.	Line	Entry Date	Item/ Vendor	SKU/ Item Description	Promise/Due Date	Net Qty	Net Cost	SKU O/O	Qty O/O Avail	Days Req'd	---Days From Entry---			
											0-7	8-14	15-22	22+
350	1	7/16/97	SHORTS	BRN LRGE	7/17/97	200	4000.00	1	200 199	2	200	0	0	0
				COTTON SHORTS										
350	2	7/16/97	TANK TOPS	BRN	7/17/97	100	1000.00	1	100 99	2	100	0	0	0
				SILK TANK TOPS										
351	1	7/16/97	LOTION	SP4	7/15/97	50	175.00	1	60 480	2	50	0	0	0
				SUN TAN LOTION										
326	3	5/28/97	LOTION	SP4	6/18/97	10	35.00	1	60 480	14	0	0	0	10
				SUN TAN LOTION										
319	1	5/22/97	LAWN MOWERS	BLCK	6/17/97	20	1200.00	0	20 40	6	0	0	0	20
				MOWERS										
319	2	5/22/97	TSHIRTS	BLUE SMLL	6/17/97	50	250.00	2	50 161	6	0	0	0	50
				V-NECK TSHIRTS										
Total Cost for Vendor :				6660.00										

---

- due dates selected from (date range you selected)
- vendor number
- vendor name
- purchase order number
- line number
- entry date
- vendor item
- item
- SKU description
- promise/due date (if the promise date is blank, the system uses the due date)
- net quantity (quantity that remains open on the purchase order)

*CWDirect 18.0*

- net cost (the cost after discounts or surcharge have been applied)
- SKU open orders (number of open customer orders)
- quantity on order (amount that covers all open purchase orders for the item)
- quantity available (quantity available plus quantity on order)
- days required (the number of days between the entry date and the due date, not including weekend days)
- days from entry (the number of days since the purchase was entered; the number of units is represented in each column)
  - 0-7 days
  - 8-14 days
  - 15-22 days
  - 22 or more days
- total cost for vendor

## Purchase Order Auto Cancel Report

**How to print:** Complete the PO Auto Cancel Date Selection Pop-Up Window (**MPAC**).

CWDirect Purchase Order Auto Cancel Report				TRISH_R	2/20/94	9:28:28	Page 1				
P/O #	Reference #	Vendor #	Vendor Name	Cancel Date	Entry Date	Due Date	Print Date	Revised Date	Buyer	Whs	Sts
43	B123	409	SUPPLIES UNLIMITED	2/21/94	2/16/94	2/28/94			JEC	1	O
45		409	SUPPLIES UNLIMITED	2/21/94	2/16/94	2/28/94			JEC	1	O
61		409	SUPPLIES UNLIMITED	2/21/94	2/16/94	2/28/94		2/18/94	JEC	1	O
63		409	SUPPLIES UNLIMITED	2/21/94	2/16/94	2/28/94			JEC	1	O
64		409	SUPPLIES UNLIMITED	2/21/94	2/16/94	2/28/94			JEC	1	O

### Contents:

- **PO # (Purchase order number):** The number assigned to a purchase order.
- **Ref # (Reference number):** An internal reference number that may be stored with the purchase order. For example, the reference number may represent an internal purchase order number from a pre-printed purchase order or an internal control for departmental purchase orders.
- **Vendor # (Vendor number):** The code that identifies the vendor or supplier of an item.
- **Vendor name:** The name of the vendor or supplier.
- **Cancel date:** The date that the purchase order should be flagged for cancellation.
- **Entry date:** The date that the purchase order was entered on the system.
- **Due date:** The date that the purchase order is due to be received
- **Print date:** The date that the purchase order was printed.
- **Revised date:** The date that the purchase order was revised.
- **Buyer:** A code that identifies a person who is authorized to make purchases for your company.
- **Whs (Warehouse):** A code that represents the warehouse into which merchandise will be received.
- **Sts:** The status of the purchase order. When you first create a PO, the status will be Open or Suspended. Status options:

*CWDirect 18.0*

- **C** - Cancelled
- **H** - Held
- **O** - Open
- **R** - Recurring
- **S** - Suspended
- **X** - Closed

## PO Expected Delivery Report

**Purpose:** Use this report to review open purchase order lines that are due to be received within a specified date range.

This report sorts in warehouse/vendor #/PO #/Item/SKU code/due date sequence.

**How to print:** Select **Accept** at the PO Expected Delivery List Prompt screen (**PEXD**).

CWDirect		Rel 8.5		Expected Delivery		KBOTTGER		POR0381		6/16/04 13:34:03		Page 1	
				KAB Co.									
				6/15/04 thru		6/16/04							
Warehouse 10 THE MAIN WAREHOUSE													
Vendor #	Vendor Name	P/O #	Item	SKU	Item Desc	SKU Description	Due Date	Open	Quantity	Extension			
9782723	BOTTGER COLLABO	1316	2004IT3M1		WHITE BONE TEACUP		6/16/04	100		500.00			
Warehouse 10 Totals									100	500.00			
Warehouse 50 RETAIL STORE WAREHOUSE													
Vendor #	Vendor Name	P/O #	Item	SKU	Item Desc	SKU Description	Due Date	Open	Quantity	Extension			
9782723	BOTTGER COLLABO	1316	BU76Y		4OZ GLASS TUMBLER		6/16/04	50		250.00			
Warehouse 50 Totals									50	250.00			
Warehouse 204 204 NE WAREHOUSE													
Vendor #	Vendor Name	P/O #	Item	SKU	Item Desc	SKU Description	Due Date	Open	Quantity	Extension			
202	ACME SUPPLIES	1315	2004IT871		SINGLE BUD VASE		6/16/04	1		5.00			
202	ACME SUPPLIES	1317	2004S551	RED WMNS LRGE	GARDEN GLOVES W COTTON SURE GRI		6/16/04	90		450.00			
202	ACME SUPPLIES	1317	2004S551	RED WMNS MEDM	GARDEN GLOVES W COTTON SURE GRI		6/16/04	80		400.00			
202	ACME SUPPLIES	1317	2004S551	RED WMNS SMLL	GARDEN GLOVES W COTTON SURE GRI		6/16/04	70		350.00			
202	ACME SUPPLIES	1317	2004S551	YELW WMNS LRGE	GARDEN GLOVES W COTTON SURE GRI		6/16/04	60		300.00			
202	ACME SUPPLIES	1317	2004S551	YELW WMNS MEDM	GARDEN GLOVES W COTTON SURE GRI		6/16/04	50		250.00			
202	ACME SUPPLIES	1317	2004S551	YELW WMNS SMLL	GARDEN GLOVES W COTTON SURE GRI		6/16/04	40		200.00			
Warehouse 204 Totals									391	1955.00			

### Contents:

- **Date range:** The date range you entered at the PO Expected Delivery List Prompt screen (**PEXD**), limiting the report to open purchase order lines whose *Due date* falls within this date range.
- **Warehouse:** The code and description of the warehouse expected to receive the inventory on the purchase order line. This is the *Whs* field in the PO Detail file.

## CWDirect 18.0

For each purchase order line in the PO Detail file whose *Status* is **O** (open) and whose *Due date* falls within the report's *PO due date range*.

- **Vendor #:** The vendor number associated with the open purchase order line. This is the *Vendor #* field in the PO Detail file.
- **Vendor name:** The name of the vendor associated with the open purchase order line.
- **P/O #:** The purchase order number containing the open purchase order line. This is the *P/O #* field in the PO Detail file.
- **Item:** The code for the item on the open purchase order line. This is the *ITM number* field in the PO Detail file.
- **SKU:** The SKU code for the item on the open purchase order line. This is the *SKU code* field in the PO Detail file. **Note:** This field prints only if you selected to *Print SKU details* at the PO Expected Delivery List Prompt screen (**PEXD**).
- **Item description:** The first 25 positions of the description of the item on the purchase order line. If you selected to *Print SKU detail*, only the first 15 positions of the item description prints.
- **SKU description:** The first 15 positions of the description of the SKU on the purchase order line. **Note:** This field prints only if you selected to *Print SKU details* at the PO Expected Delivery List Prompt screen (**PEXD**).
- **Due date:** The date the open purchase order line is due to be received. This is the *Due date* field in the PO Detail file.
- **Open qty:** The open quantity on the open purchase order line that is expected to be received within the report's date range. The system uses this calculation for open purchase order lines in the PO Detail file whose *Due date* falls within the report's date range:  $order\ qty - rec\ qty = open\ qty$ . **Note:** If you did not select to *Print SKU details*, the *Open qty* represents the quantity on all open purchase order lines in the PO Detail file for the same *P/O #*, *Vendor #*, *Due date*, and *ITM number*.
- **Extension:** The extended cost of the items on the open purchase order line. The system uses this calculation for open purchase order lines in the PO Detail file whose *Due date* falls within the report's date range:  $Price - (Unit\ Dsc\ amount + PDT\ unit\ discount\ amt\ 1 + PDT\ unit\ discount\ amt\ 2 + PDT\ unit\ discount\ amt\ 3) \times Open\ qty = extension$ . **Note:** If you did not select to *Print SKU details*, the *Extension* represents the extended cost on all open purchase order lines in the PO Detail file for the same *P/O #*, *Vendor #*, *Due date*, and *ITM number*.
- **Warehouse totals:** *Open quantity* and *Extension* totals by warehouse.

### CWDirect 18.0

- **Open quantity:** The total open quantity across all open purchase order lines that are expected to be delivered to the specified warehouse within the report's date range. The system uses this calculation for open purchase order lines in the PO Detail file for the specified *Whs* whose *Date date* falls within the report's date range:  $order\ qty - rec\ qty = open\ qty$
- **Extension:** The total extended cost across all open purchase order lines that are expected to be delivered to the specified warehouse within the report's date range. The system uses this calculation for open purchase order lines in the PO Detail file for the specified *Whs* whose *Due date* falls within the report's date range:  $Price - (Unit\ Dsc\ amount + PDT\ unit\ discount\ amt\ 1 + PDT\ unit\ discount\ amt\ 2 + PDT\ unit\ discount\ amt\ 3) \times Warehouse\ total\ open\ qty = extension$

## Item Sales Analysis Report

**How to print:** Complete the Item Sales Analysis Save Options Screen (**MISA**)

CWDirect Rel 3.5 Item Sales Analysis Report EKAPLAN INR0583 1/20/99 11:23:03 Page 1  
EZK Mail Order

By Vendor, \$ Sold Asn

Report code: CREATIVE CREATIVITY TOYS

Sort selection....: C3

Last Run Date/Time: 1/20/99 / 11:22:29

Starting accounting period: 98 / 1

FIFO option: Include on order: Status: Show cost:

Ending accounting period...: 98 / 12

Department Categ Item STS Whs Vendor # Buyer P/O # Item

Class  
0 CRT 2 0 0

By Vendor, \$ Sold Asn

Vendor : 12 JACK'S JOKE SHOP

Item	SKU	Description	Sts	Whs	Qty	Cost	O/H	Cost	% of	Units	\$	% of	O/O	Units	\$
								Extension	Cost	Sold	Sold	\$	Qty	Retd	Retd
GC1000		GIFT CERTIFICATE	2	0	0	.000		.00	.00	5	10.00	7.00	0	0	.00
CRE1234		CREATURES CD-ROM	2	108	20.0000		2160.00	82.00		3	89.90	59.00	0	2	49.90
	89.90	59.00	0	2	49.90										

By Vendor, \$ Sold Asn

Vendor : 201 TOY WORKS

Item	SKU	Description	Sts	Whs	Qty	Cost	O/H	Cost	% of	Units	\$	% of	O/O	Units	\$
								Extension	Cost	Sold	Sold	\$	Qty	Retd	Retd
NA123		NAIL ART KIT	2	96	5.0000		480.00	18.00		3	52.00	34.00	0	0	.00
Final totals								2640.00	100.00	1	51.90	100.00			

### Contents:

- Sort selection
- Report code and description
- Date and time of report generation
- Starting and ending accounting periods included on the report
- Additional selection criteria, including the department, category, class, status, warehouse, vendor, or buyer (the remaining selection options are not currently implemented)
- For each sort option (vendor number in the sample report)
  - Item/SKU and description

*CWDirect 18.0*

- Item status
- *Primary warehouse* assigned to the item
- Number of units on-hand in the warehouse
- Cost of the item, derived from the Average, Standard, or FIFO cost in the SKU file, depending on your *Costing Method (A25)*
- Cost extension: total quantity on-hand \* cost
- Percentage that this item represents in the overall cost of the items on the report: extended cost of item / total extended cost of all items on the report
- Number of units sold during the selection time period
- Total dollar value of the units sold during the selection period, based on the price to the customer
- Percentage that this item represents in the overall dollars sold on the report: total dollars sold / total dollars sold for all items on the report
- On-order quantity on unreceived purchase orders
- Total units returned by customers
- Total dollar value of customer returns
- Total cost of all items on the report
- Total percentage cost of all items on the report (100.00%)
- Total dollar value sold of all items on the report
- Total percentage sold of all items on the report (100.00%)

## Item Stock Status Report

**How to print:** Select the Print Only or Save and Print option at the Item Stock Status Save Options Screen (**MISS**). The system generates the report, according to your selections and submits a batch job (**ITM\_STKSTS**).

---

CWDirect	Item Stock Status Report	TRICIA_R	1/21/94	9:00:01	Page 1						
	CWDirect Company										
By Item Class, Item, Whs											
Item class :	EVN NIGHTWARE										
Item SKU	Description	Whs	Sts	Qty On Hand	Qty On Hold	Qty Open	Qty On Order	Qty Reserve	Qty Backorder	Price	Backorder Dollars
2222	WHT LRG NIGHTSHIRT		1	0	0	0	0	0	0	.00	.00
	WHITE LARGE										
2222	WHT MED NIGHTSHIRT		1	175	0	0	0	11	11	.00	.00
	WHITE MEDIUM										
2222	WHT SML NIGHTSHIRT		1	100	0	0	0	0	0	.00	.00
	WHITE SMALL										

---

### Contents:

- Item/SKU: A user-defined code that represents a unit of inventory.
- Description: The description of the item/SKU entered in the Item/SKU field.
- Warehouse: A code that represents the warehouse, validated against the Warehouse file.
- Status: A user-defined code that represents the item's status such as obsolete, discontinued, etc.
- On-hand quantity: The number of units in the warehouse at the time the report was run.
- On-hold quantity: The number of units on hold at the time the report was run.
- Open quantity: The number of units open at the time the report was run.
- On-order quantity: The number of units on order at the time the report was run.
- Reserve quantity: The number of units on reserve at the time the report was run.
- Backorder quantity: The number of units on backorder at the time the report was run.
- Price: The price of the item/SKU. Derived from the Item or SKU file.

*CWDirect 18.0*

- Backorder dollars: The accumulated dollar amount of all units on backorder for the selected time period. This value is incremented during Billing.

## Stock Aging Report

**How to print:** Complete the Stock Aging Report screen (**STAG**).

---

CWDirect Rel 2.1                      Stock Aging Report                      LIZ\_P                      INR1100                      7/16/97 15:38:51 Page                      1  
 Stock older than 30 days The Mail Order Company  
 Vendor#:                      909 OMAR PRODUCTIONS

Item	SKU	Whs	Loc	On Hand	Reservd	Printed	Pending	Physical	Last Placed	1-30	31-60	61-90	91-120	120+
BUG SPRAY	REGU	1	P020102	10				5/28/97		10				
OFF														
Buyer: MELISSA LUCAS				Cost:	2.0000	Ext:	20.0000							
-----														
CD PLAYER		1	P010101	41	14	3		7/02/97		41				
7 DISC CD PLAYER										4403				
Buyer: MELISSA LUCAS				Cost:	104.4444	Ext:	4,282.2204							
-----														
DCHAIRS		1	P010101	40				6/16/97	5/22/97	40				
DECK CHAIRS										1800				
Buyer: MELISSA LUCAS				Cost:	45.0000	Ext:	1,800.0000							

---

### Contents:

- vendor number
- item
- SKU
- warehouse where the item is kept
- location where the item is kept
- on-hand quantity (the number of units at the location)
- reserved quantity for the item in the warehouse (appears for the first location listing for the item in the warehouse)
- quantity of the item on printed pick slips for the item location
- pending transaction quantity
- date of the last physical inventory for this item location

*CWDirect 18.0*

- date when the item was first placed in this location
- aged units and cost associated with inventory from inventory transactions (the extended cost appears below the number of units) broken out into the following aging buckets:
  - 1-30 days old
  - 31-60 days old
  - 61-90 days old
  - 91-120 days old
  - 120 days old or more
- average, standard, or FIFO cost from the SKU file, depending on your *Costing Method (A25)*
- extended cost (cost multiplied by units on-hand)
- *Buyer* assigned to the item

## Incomplete Item/SKU List

**How to print:** Complete the Print Incomplete Item/SKU List Screen (**PISK**).

---

CWDirect Rel 2.1      Incomplete Item/SKU List    LIZ\_P    INR1096    7/24/97    9:02:44    Page 1  
 Current Offer: 10      The Mail Order Company  
 Vendor#:                0

Item	Description	SKU	Manufac			----- Incomplete Reasons -----									
			Vendor#	Vendor#	Cat	Vnd	Cst	UOM	Loc	I/W	V/I	Prc	Cls	Cat	
BE123	PLASTIC BEACH BALL		0	0		N			N		N	N		N	
			Whs: 10	Loc:		Open:		29							
RE456	BLACK AND DECKER		0	0		N				N		N	N		
			Whs: 1	Loc: P010102		Open:		1							
SW1000			0	0		N	N	N	N		N	N	N	N	
			Whs: 10	Loc:		Open:		0							
DRE999	BLACK DRESS PANTS	BLCK				1		0		N		N		N	
			Whs: 3	Loc:		Open:		0							
DRE654	TAN DRESS PANTS	TAN				1		0		N		N		N	
			Whs: 3	Loc:		Open:		0							

---

### Contents:

- current offer (from *Current Offer* system control value)
- item
- description
- SKU
- *Vendor* (from the item file)
- *Manufacturing vendor* (from the item file)
- *Item category* associated with SKU
- incomplete reasons: **N** indicates the value below is the reason the item is incomplete or missing; **blank** indicates the value is not the reason the item is incomplete or missing.
  - vendor

*CWDirect 18.0*

- SKU cost
  - *Unit of measure*
  - *Primary warehouse*
  - item warehouse
  - *Vendor item* (must be the vendor item associated with the primary vendor)
  - current offer *Price* (the system uses the *Current Offer (A33)* system control value to determine if this price is missing)
  - *Item Class*
  - *Item category*
  - *Primary warehouse*
  - *Primary location*
- open (whether there are any orders open for this item/SKU)

## Merchandising Cost Report

**How to print:** Complete the Select Offers for Merchandising Cost Report Screen (PMCR).

CWDirect Rel 4.0 Merchandising Cost Report EKAPLAN INX1338 11/30/99 14:49:06 Page 1

EZK Mail Order

Offer MIL THIRD MILLENIUM OFFER

Item\SKU	Item Description	Vendor/Item Price	Duty	Royalties	Prep	Freight	Other	Total	Item/offer	GM %
						Cost	Charges	Cost	Price	
Class 222 HEALTH SUPPLMENTS										
Long SKU Department 1234										
GA123	NATURAL GARLIC TABS	1.31	.00	.00	.00	.00	.00	1.31	3.89	66.32
GRE456	GREEN TEA W/PEACH	1.29	.00	.00	.00	.00	.00	1.29	3.50	63.14
VIT789 B25	VITAMIN E 400IU	.79	.00	.00	.00	.00	.00	.79	10.00	92.10
VIT789 B50	VITAMIN E 400IU	.00	.00	.00	.00	.00	.00	.00	6.23	100.00
Class 222 Totals: 4								Average	5.91	85.64
Offer MIL Totals: 4								Average	5.91	85.64

CWDirect Rel 4.0 Merchandising Cost Report EKAPLAN INX1338 11/30/99 14:49:06 Page 2

EZK Mail Order

Offer QQQ NEW YEAR SPECIAL

Item\SKU	Item Description	Vendor/Item Price	Duty	Royalties	Prep	Freight	Other	Total	Item/offer	GM %
						Cost	Charges	Cost	Price	
Class 012 OFFICE										
Long SKU Department 0123										
GEL888 BLUE	GEL WRITER PEN	.50	.00	.00	.00	.00	.00	.50	1.50	66.67
GEL888 GREN	GEL WRITER PEN	.50	.00	.00	.00	.00	.00	.50	1.50	66.67
GEL888 NAVY	GEL WRITER PEN	.50	.00	.00	.00	.00	.00	.50	1.50	66.67
GEL888 ORAN	GEL WRITER PEN	.50	.00	.00	.00	.00	.00	.50	1.50	66.67
GEL888 PINK	GEL WRITER PEN	.50	.00	.00	.00	.00	.00	.50	1.50	66.67
GEL888 YELW	GEL WRITER PEN	.50	.00	.00	.00	.00	.00	.50	1.50	66.67
Class Totals: 6								Average	1.50	66.67
Class 123 SOFT TOYS										
Long SKU Department 1234										
AUG678	AUGIE DOGGIE DOLL	2.00	.00	.00	.00	2.01	.00	4.01	12.00	66.58
Class 123 Totals: 1								Average	12.00	66.58
Offer QQQ Totals: 7								Average	3.00	66.61

### Contents:

- Offer code and description
- Item Class code and description

## CWDirect 18.0

- Long SKU department code
- For each item within an offer, item class, and long SKU department:
  - item and SKU code and description
  - vendor/item *Price* for the item's default vendor. The price is converted, if necessary, based on unit of measure or vendor currency. (**Note:** If the item does not have a vendor/item record for its default vendor, the item does not appear on the report. However, if there is a vendor/item but no vendor/item price, the item will appear, but the vendor/item price will appear as .00)
  - vendor/item additional charges, broken out into duty (type = **D**), royalties (type = **R**), prep (type = **P**), freight cost (type = **F**), and other charges (all other types of additional charges assigned to the vendor/item). These charges are also converted, if necessary, in the same way as the vendor/item price. You use Working with PO Additional Charges (**WPAC**) to create additional charges of specific types. You can then assign these additional charges to vendor/items, specifying a percentage or per-unit amount for each type of charge.
  - total cost, including the vendor/item price and all additional charges
  - the most current *Price* for the item/SKU in this offer. The system determines the “most current price” by using the single-unit price with the latest effective date, including dates in the future.
  - the gross margin percentage, calculated by:

$((\text{Item/offer price} - \text{Total cost}) / \text{Item/offer price}) \times 100$

- total number of items/SKUs for the class
- average item/offer price for the class
- average gross margin percentage for the class
- total number of items/SKUs for the offer
- average item/offer price for the offer
- average gross margin percentage for the offer

## Item Upload Processed Records Report

**Purpose:** Use this report to review records from the RI Item Upload file that processed successfully.

This report sorts in request type/request date/request time/record type/item/SKU sequence.

**How to print:** Select **Process File** at the Work with Retail Item Upload Screen (**RIIU**) to process the Retail Integration Item Upload File (RIIUPP).

---

CWDirect	Rel 5.0	<b>Item Upload Processed Records Report</b>			KBOTTGER	INR1733	12/27/00	8:48:24	Page	1
					KAB Co.					
Request Type: A Add										
Request	Request	Record								
Date	Time	Type	Item	SKU						
12/27/00	8:23:00	Item/SKU	RIIUPP2							
Request	Request	Record			Item					
Date	Time	Type	Item	SKU	Offer					
12/27/00	8:45:00	Item Offer	RIIUPP2		RET					
Request	Request	Record			Item	Effective	Item	Prc		
Date	Time	Type	Item	SKU	Offer	Date	Quantity			
12/27/00	8:48:00	Item Price	RIIUPP2		RET	12/27/00	0000001			
Request	Request	Record			UPC					
Date	Time	Type	Item	SKU	Type	UPC #				
12/27/00	8:53:00	Item UPC	RIIUPP2		E8	00000088997764				
Number of processed records for request A Add : 4										
Total # of records processed: 4										

---

### Contents:

- **Request type:** a code indicating the type of information processed through the item upload.
  - **A:** Add
  - **C:** Change
  - **D:** Delete
- **Request date:** The date the item upload record was created.
- **Request time:** The time the item upload record was created.

## CWDirect 18.0

- **Record type:** A description of the type of information processed through the item upload.
  - Item/SKU
  - Item/Offer
  - SKU/Offer
  - Item Price
  - SKU Price
  - Vendor Item
  - Item UPC
- **Item:** A code for the item associated with the item upload record.
- **SKU:** A code for the SKU associated with the item upload record.

*Additional field for Item/Offer record types:*

- **Item offer:** A code for the offer associated with the Item/Offer record type.

*Additional field for SKU/Offer record types:*

- **SKU offer:** A code for the offer associated with the SKU/Offer record type.

*Additional fields for Item Price record types:*

- **Item price offer:** A code for the offer associated with the Item price record type.
- **Effective date:** The date the item price becomes effective.
- **Item price quantity:** The amount of the item that a customer must order to receive this item offer price.

*Additional fields for SKU Price record types:*

- **SKU price offer:** A code for the offer associated with the SKU price record type.
- **Effective date:** The date the SKU price becomes effective.
- **SKU price quantity:** The amount of the SKU that a customer must order to receive this SKU offer price.

*Additional fields for Vendor Item record types:*

*CWDirect 18.0*

- **Vendor number:** A code for the vendor associated with the Vendor Item record type.
- **Vendor item number:** A code the vendor uses to identify the item.

*Additional fields for Item UPC record types:*

- **UPC type:** The type of UPC code. The UPC type determines the type of validation the system performs against the UPC code.
- **UPC number:** The UPC code defined for the item/SKU.
- **Number of processed records:** The total number of records processed for a specific request type.
- **Total number of records processed:** The total number of records processed across all request types.

## Item Upload Error Report

**Purpose:** Use this report to review item upload records that did not process correctly because they contain errors. You can correct errors at the Change Item Upload screens (**RIIU**).

This report sorts in created date/created time/record type/request type/sequence number sequence.

**How to print:** Select **Process File** at the Work with Retail Item Upload Screen (**RIIU**) to process the Retail Integration Item Upload File (**RIIUPP**).

---

CWDirect Rel 5.0	Item Upload Error Report	KMCCONNAUG INR1723	12/13/00 16:50:02	Page 1
	KAB Co.			
Created Date: 12/13/00				
Created Time: 14:25:00				
Record Type: 01 Item/SKU				
Req	Key			
Typ	Typ	Item	SKU	Error Message
C	Maintain	RS Rtl Style # LANTERN2	RED	Invalid country of origin for SKU.
Record Type: 04 SKU Offer				
Req	Key			
Typ	Typ	Item	SKU	Error Message
D	Delete	RS Rtl Style # LANTERN2	RED	Invalid SKU offer.
Record Type: 05 Item Price				
Req	Key			
Typ	Typ	Item	SKU	Error Message
D	Delete	LS Long SKU	RED	An Item/SKU was not found with the given surrogate key.
D	Delete	LS Long SKU	RED	Item required.
Record Type: 06 SKU Price				
Req	Key			
Typ	Typ	Item	SKU	Error Message
A	Add	RS Rtl Style # LANTERN2	RED	Invalid sku offer for sku price.

---

### Contents:

- **Created date:** The date the item upload record was created.
- **Created time:** The time the item upload record was created.
- **Record type:** The code and description of the type of information processed through the item upload.

## CWDirect 18.0

- **01:** Item/SKU
- **03:** Item/Offer
- **04:** SKU/Offer
- **05:** Item Price
- **06:** SKU Price
- **07:** Vendor Item
- **08:** Item UPC
- **Request type:** A code indicating the type of information processed through the item upload.
  - **A:** Add
  - **C:** Change
  - **D:** Delete
- **Key type:** A code that define how the system identifies the CWDirect item or SKU associated with the item upload record.
  - **IT:** Item/SKU
  - **LS:** Long SKU values
  - **RS:** Retail style number
  - **UP:** Item UPC code
- **Item:** A code for the item associated with the item upload record.
- **SKU:** A code for the SKU associated with the item upload record.
- **Error Message:** A description of the error associated with the item upload record.

## Record Deleted from RI Item Upload Report

**Purpose:** Use this report to review item upload records that were deleted at the Work with Retail Item Upload Screen (RIIU).

This report sorts in request date/request time/sequence number sequence.

**How to print:** Select **Process File** at the Work with Retail Item Upload Screen (RIIU) to process the Retail Integration Item Upload File (RIIUPP).

---

CWDirect	Rel 5.0	<b>Record Deleted from RI Item Upload</b>			KBOTTGER	INR1774	12/27/00 11:15:11	Page	1
					KAB Co.				
Request	Request	Request	Record	Seq					
Date	Time	Type	Type	#	Item	SKU	Changed By	User	
12/27/00	11:16:00	D	01	14	ITEM		KBOTTGER		
12/27/00	11:22:00	D	01	15	PRICEITEM15		KBOTTGER		
Total # of records deleted:				2					

---

### Contents:

- **Request date:** The date the item upload record was created.
- **Request time:** The time the item upload record was created.
- **Request type:** a code indicating the type of information processed through the item upload.
  - **A:** Add
  - **C:** Change
  - **D:** Delete
- **Record type:** The code and description of the type of information processed through the item upload.
  - **01:** Item/SKU
  - **03:** Item/Offer
  - **04:** SKU/Offer
  - **05:** Item Price
  - **06:** SKU Price

*CWDirect 18.0*

- **07:** Vendor Item
- **08:** Item UPC
- **Sequence number:** The sequence number associated with the item upload record that was deleted.
- **Item:** A code for the item associated with the item upload record.
- **SKU:** A code for the SKU associated with the item upload record.
- **Changed by user:** The user ID of the person who deleted the item upload record.
- **Total number of records deleted:** The total number of item upload records that were deleted.

## Retail Price Change Upload Error List

**Purpose:** Use this report to review the errors that occurred during retail price change edit/update processing.

This report sorts in effective date, item, SKU, UPC, long SKU department, long SKU class, long SKU style sequence.

**How to print:** Select **Submit** at the Work with Retail Price Change Upload Screen (**WRPU**) to submit the Retail Price Change Upload Process.

Effective Date	Item	SKU	UPC	L/S Dept	L/S Class	L/S Style	Retail Price	Error Description
10/00/11							30.00	Req Flds not filled
11/10/00	PRICESKU4	BLUEBOYSLRGE						Retail Price is Zero
11/13/00				6690	6690	6690LSSTYLE	66.00	Multiple Item Match
11/13/00			123456789012				78.00	Req Flds not filled
11/13/00	PRICEITEM3							Retail Price is Zero
11/13/00	PRICEITMM4						55.00	Item not found

### Contents:

- **Effective date:** The date the retail price change becomes valid.
- **Item:** The code for the item associated with the retail price change upload.
- **SKU:** The SKU for the item associated with the retail price change upload.
- **UPC code:** The UPC code defined for the item or SKU associated with the retail price change upload.
- **L/S department:** A code for the long SKU department defined for the item associated with the retail price change upload.
- **L/S class:** A code for the long SKU class defined for the item/SKU associated with the retail price change upload.
- **L/S style:** A code for the long SKU style defined for the item/SKU associated with the retail price change upload.
- **Retail price:** The new retail price change to take effect on the date defined in the *Effective date* field.
- **Error description:** A description of the first error associated with the retail price change upload record. Errors include:

## CWDirect 18.0

The required fields for the key type defined are not entered:

Required Fields not filled

The calculated retail price is zero, based on the percent you defined in the *Percentage off* field or the dollar amount you defined in the *Dollars off* field:

\$ off \*GE Retail

More than one CWDirect item matches the retail price change upload record, based on the key type defined for the record:

Multiple Item Match

The system cannot find a CWDirect item/SKU that matches the retail price change upload record, based on the key type defined for the record and the item identifier fields that are entered:

Item not found

The effective date is blank:

Invalid Effective Date

## Retail Price Change Update Report

**Purpose:** Use this report to review the retail price changes uploaded successfully to the RI Price Change History Detail file.

This report sorts in effective date, item, and SKU sequence.

**How to print:** Select **Submit** at the Work with Retail Price Change Screen (**WRPC**) to submit the Retail Price Change Update Process.

---

CWDirect	Rel 5.0	Retail Price Change Update	KBOTTGER	INR2044	12/01/00 11:53:12	Page	1
		KAB Co.					
Effective Date	Item	SKU	Item Description		Retail Price		
12/01/00	PRICEITEM10		RETAIL PRICE CHANGE ITEM 10		100.00		

---

### Contents:

- **Effective date:** The date the retail price becomes valid.
- **Item:** The code for the item associated with the retail price change upload.
- **SKU:** The SKU for the item associated with the retail price change upload.
- **Item description:** The description of the item.
- **Retail price:** The new retail price to take effect on the date defined in the *Effective date* field.

## Order Entry Reports

- [Order Batch Listing](#)
- [Phone Order Batch Totals Report](#)
- [Custom Special Handling Error Listing](#)
- [Phone Errors Report](#)
- [Retail Order Cross Reference Report](#)
- [Business to Business Order Error Listing](#)



*CWDirect 18.0*

- entry date
- entered by
- order type
- source code
- customer number (Sold To Customer number)
- customer name or company name
- order total

The following information about the batch prints at the bottom of this report:

- batch number
- total number of orders in the batch
- total order value in the batch
- total paid in the batch

## Phone Order Batch Totals Report

**How to print:** Use the Load Phone Orders menu option on the Submit Phone Order Load Screen (**LPHO**).

---

CWDirect Rel 3.5	Print Phone Order Batch Totals	EKAPLAN	PHR0019	7/16/99 11:50:09	Page	1
	EZK Mail Order					
	Batch #: 9228	# of Phone Orders:	7			

---

### Contents:

- order batch number (assigned from the Number Assignment file; if any of the orders are in error, you can use batch order entry to correct the order(s) in this batch.
- number of phone orders included in the batch

## Custom Special Handling Error Listing

**Purpose:** This report is generated by the PHONE\_LOAD job when you use the Load Phone Orders menu option on the Submit Phone Order Load screen (**LPHO**) if there are any custom special handling errors included in the phone order load. Custom special handling information is passed in record enter **9** in the Phone Orders file if an item (record type **4**) has custom special handling instructions.

---

CWDirect Rel 3.5      Custom Special Handling Error Listing EKAPLAN      PHR0103      7/16/99 11:50:11 Page      1

EZK Mail Order

Batch #	Order #	Shp To	Seq #	Item Number	SKU	Source	Ofr	Add	Error Description
9999	5499	1	1	INVITATIONS	B10	SOURCETWO	OFR	E	Input Sequence # does not match the Special Format Detail
9999	5504	1	2	INVITATIONS	B50	SOURCETWO	OFR	TS	Input Sequence # does not match the Special Format Detail
9999	5504	1	2	INVITATIONS	B50	SOURCETWO	OFR	TS	Input Sequence # does not match the Special Format Detail
9999	5504	1	2	INVITATIONS	B50	SOURCETWO	OFR	TS	Input Sequence # does not match the Special Format Detail
9999	5505	1	2	INVITATIONS	B50	SOURCETWO	OFR		Additional Charge code is missing

---

### Contents:

- batch number of the order in error
- order number
- order ship-to number
- custom special handling format sequence number: custom special handling formats can contain multiple types of handling instructions, such as monogramming color or style, size, and so on; each piece of information is assigned a unique sequence number by the system at the time you are setting up the custom special handling format.
- item and SKU
- source code
- offer
- additional charge code
- error description: only two types of errors cause an item with special handling to appear on this report:

### *CWDirect 18.0*

- the sequence number passed in the phone order load does not match a sequence number for the custom special handling format
- there is no additional charge code defined for the item on the order, even though custom special handling information was passed in the phone order load

The above errors do not place the order in an error status; however, you will need to determine the correct special handling format and assign it to the item to correct the order.

**Other types of errors:** Additional types of errors related to custom special handling are identified and flagged when you run the phone order edit.



## Retail Order Cross Reference Report

**How to print:** Enter **POCR** in the *Fast path* field at the top of any menu, or select Print Order Cross Reference Report from a menu. The system submits the job OR\_CRS\_REF, which produces the report.

Warehouse Number	Retail Order #	Mozart Order #	Order Date	Customer Number	Customer Name	Ship Via	Order Total
753	101	1075	06/18/96	4	W.C. HONEYCUTT, INC. ATTN: HONEYCUTT, W.C	3	52.37
753	102	1076	06/18/96	317	MUNDI, GLORIA	3	49.50
753	103	1077	06/18/96	291	BROWN, SARAH	3	12.77-
753	104	1078	06/18/96	4798	BULFINCH, CHARLES	3	102.00
753	105	1079	06/18/96	5266	SOSE, KEYSER	3	49.95
753	106	1080	06/18/96	0	ATLAS, CHARLES	3	37.50
753	107	1081	06/18/96	293	VAN VOORHIS, PETER	3	78.00
753	108	1082	06/18/96	302	KAPLAN, ROSE	3	98.00
753	109	1083	06/18/96	5117	GREY, DARLEEN	3	18.95-
753	110	1084	06/18/96	4321	MARX, ARTHUR	3	62.50
753	111	1085	06/18/96	9135	LEACH, ARCHIE	3	39.00
753	112	1086	06/18/96	3141	SULLIVAN, ANDREW	3	38.90
753	113	1087	06/18/96	926	CANNY, OLIVIA ROSE	3	42.50
753	114	1089	06/18/96	10122	JOHNSTON, MARK T	10	56.44
753	115	1090	06/18/96	6627	FRIEDENTHAL, IRENE	3	11.00
753	116	1091	06/18/96	2153	NOSEL, MELODY	3	107.40
753	117	1092	06/18/96	4497	LO PRESTI, ANTHONY	3	52.35-
753	118	1093	06/18/96	6124	GLUCK, ESTHER	3	19.95
753	119	1094	06/18/96	882	KALIKOW, SHIRLEY	3	78.45
753	120	1095	06/18/96	9260	BISMARCK, BETTY	3	52.35

### Contents:

- the warehouse number associated with the retail outlet or remote site; validated against the Warehouse file
- the retail order number or cross reference number
- the CWDirect order number
- the order date
- the customer who placed the order; validated against the Customer file

*CWDirect 18.0*

- the shipping method on the order; validated against the Ship Via file
- the order total (negative numbers represent returns)

## Business to Business Order Error Listing

**How to print:** The system generates this report when you enter business to business orders in order entry if there are any errors.

---

CWDirect Rel 3.5                      B2B Order Error Listing                      KLETENDRE    PHR0112    4/06/99    15:03:20    Page 1

KAL Co.

Order #:	3395	Source Code:	SOURCEA	Customer:	133 TEA AND COFFEE COMPANY ATTN: SINGER, ST	
Ship To In Error:	1	Customer #:	133	Ship to #:	1 TEA AND COFFEE COMPANY ATTN: O'CONNOR,	Ship Via: 1
Line in error:	1	Item/Sku:	ITEM	Qty Ordered:	16	Price: 30.00    N/C:
	==> Line \$value > max allowed					
Ship To In Error:	2	Customer #:	133	Ship to #:	2 TEA AND COFFEE COMPANY ATTN: PETTEYS, I	Ship Via: 2
	==> Invalid Ship Via for SCF					
Line in error:	1	Item/Sku:	ITEM	Qty Ordered:	16	Price: 30.00    N/C:
	==> Line \$value > max allowed					
Ship To In Error:	3	Customer #:	133	Ship to #:	3 TEA AND COFFEE COMPANY ATTN: OGORZALY,	Ship Via: 1
Line in error:	1	Item/Sku:	ITEM	Qty Ordered:	16	Price: 30.00    N/C:
	==> Line \$value > max allowed					
Ship To In Error:	4	Customer #:	133	Ship to #:	4 TEA AND COFFEE COMPANY ATTN: DOW, RANDY	Ship Via: 1
Line in error:	1	Item/Sku:	ITEM	Qty Ordered:	16	Price: 30.00    N/C:
	==> Line \$value > max allowed					
Ship To In Error:	5	Customer #:	133	Ship to #:	5 TEA AND COFFEE COMPANY ATTN: TREIMAN, J	Ship Via: 1
Line in error:	1	Item/Sku:	ITEM	Qty Ordered:	6	Price: 30.00    N/C:
	==> Line \$value > max allowed					
Ship To In Error:	6	Customer #:	133	Ship to #:	6 TEA AND COFFEE COMPANY ATTN: LAFLAME,	Ship Via: 1
Line in error:	1	Item/Sku:	ITEM	Qty Ordered:	6	Price: 30.00    N/C:
	==> Line \$value > max allowed					
Ship To In Error:	7	Customer #:	133	Ship to #:	9 TEA AND COFFEE COMPANY ATTN: AYES, JEFF	Ship Via: 1
Line in error:	1	Item/Sku:	ITEM	Qty Ordered:	3	Price: 30.00    N/C:
	==> Line \$value > max allowed					
Ship To In Error:	9	Customer #:	133	Ship to #:	21 TEA AND COFFEE COMPANY ATTN: SAYELL, DE	Ship Via: 1
Line in error:	1	Item/Sku:	ITEM	Qty Ordered:	4	Price: 30.00    N/C:
	==> Line \$value > max allowed					

---

### Contents:

- order number
- source code
- sold to customer number
- sold to customer company name, last name, and first name

## CWDirect 18.0

- ship to customer number whose order information contains errors
- sold to customer number
- ship to customer number
- ship to customer company name, last name, and first name
- ship via defined for ship to customer
- order line number that contains errors
- item number
- SKU code
- quantity ordered
- unit price for item/SKU
- no charge indicator
- error message

**How can I correct order errors?** You can correct the errors that occurred for a business to business order through entering batched orders.

If a business to business order contains any errors, the system creates an order batch in Batch Order Entry using the batch number defined in the *Batch for Business to Business Orders in Error (G09)* system control value. If a batch number has not been defined in this system control value, the system creates an order batch and assigns the batch a batch number of **0**.

## System Operations Reports

- [Tax Jurisdiction Report](#)
- [Orders Released from Time Hold Report](#)
- [Mark Up/Down Report](#)
- [General Ledger Download Audit Report](#)
- DMT interface:
  - [DMT Order Header Interface Summary Report](#)
  - [DMT Order Detail Interface Summary Report](#)
  - [DMT Customer Status Change Interface Report](#)
  - [DMT Customer Inquiry Interface Summary Report](#)
  - [DMT Change of Address Interface Summary Report](#)
  - [DMT Source Code Summary Report](#)
- [Order Billing History Consolidation Report](#)
- Resets:
  - [Print Reset Audit Log](#)
  - [Reset Audit Log for Item Warehouse](#)
  - [Reset Audit Log for SKU](#)
- Authorizations:
  - [Credit Card Authorization Listing](#)
  - [Address Verification Response List](#)
  - [Declined Drop Ships](#)
  - [Pick/Authorization Listing](#)
  - [Online Credit Card Authorization Listing](#)

- [Print Purged Coupons Report](#)
- [Purged Order List](#)
- [Rejected Batch Listing](#)
- [Purged SKU List](#)
- [Purchase Order Purge Listing](#)
- [Order Billing History Purge Report](#)
- [Deposit Proof Listing By Pay Type](#)
- [Deposit Proof Listing](#)
- [Unconfirmed Deposits Listing](#)
- [Auto Deposit Confirmation Report](#)
- [Deposit History Summary Report](#)
- [Credit Card Deposit Schedule](#)
- [Credit Card Deposit Schedule Summary](#)
- [Pending Payment Plan Deposits Report](#)
- [E-Commerce Order Maintenance Errors Report](#)
- [Order Error Listing](#)
- [Data Warehouse Staging Errors Report](#)
- [Order Broker Aging Report](#)
- [Stored Value Card Assignment Errors Report](#)
- [Unactivated Stored Value Card Report](#)
- [NonOrder CC Encryption Convert Report](#)

*CWDirect 18.0*

- [Cancel Report for Orders Pending Payment](#)

## Tax Jurisdiction Report

**How to print:** Use Print Tax Jurisdiction Report screen (**PTJX**).

---

CWDirect Rel 1.2 Tax Jurisdiction Report LEE\_H ACR0307 6/21/95 16:06:17 Page1  
CWDIRECT COMPANY

Period 5 / 95

Tax Juris	Description	Amount Charged	Amount Credited
BOSTON	Boston, Massachusetts		
CUMBERLAND	Cumberland, Rhode Island	5.50	1.75
LINCOLN	Lincoln, Rhode Island	2.75	
		8.25	1.75

---

### Contents: :

- **Period:** the accounting period during which the tax was collected or credited to this jurisdiction. An accounting period is a period of time for which you define start and stop dates for accounting purposes. Accounting periods are defined in and validated against the Accounting Periods file.
- **Year:** the year associated with the accounting period of the report
- **Tax jurisdiction:** The area for which a special tax structure exists. Tax jurisdictions are defined in the Tax Jurisdiction file.
- **Description:** the description associated with the tax jurisdiction.
- **Amount charged:** the amount of tax collected for this jurisdiction during the accounting period
- **Amount credited:** the amount of tax credited for this jurisdiction during the accounting period.

## Orders Released from Time Hold Report

**How to print:** The system prints this report automatically when you execute the Daily Periodic Process, which includes the Release Orders from Time Hold job.

**Note:** The job produces two copies of this report: one for prepaid orders and one for credit card orders. Even if there were no orders eligible for release, the job still produces reports containing no records:

---

CWDirect Rel 1.1 Orders Released from Time Hold LEE\_H CSR0556 5/30/95 14:39:01 Page 1

Order #	Entered On	Customer
5235	5/24/95	57 ROGER WHEELER

Number of Orders Released 1

---

### Contents:

- Order number
- Date entered
- Sold to customer number
- Sold to customer name
- Total number of prepaid or credit card orders released



## CWDirect 18.0

### Contents:

- invoice date
- department (taken from the value defined in the *Long SKU department* field in Work with Item/SKUs)
- item
- SKU (the *Split SKU Inventory (A26)* system control value determines whether three separate SKU fields print or one SKU field prints)
- quantity shipped (the quantity prints as a negative amount if this is a credit invoice)
- order number
- invoice number
- inventory type (I = invoice; C = credit)
- list price (the selling price prints if it is greater than the list price)
- actual price (unit selling price)
- mark up/down (an asterisk prints next to this amount if the selling price is greater than the list price)
- employee selling price (the price the employee paid, defined on the invoice)
- employee discount (the system performs the following calculation to determine the employee discount:  
$$\text{quantity} \times \{\text{selling price before employee discount} - \text{selling price}\} = \text{employee discount}$$
)
- total for department

## General Ledger Download Audit Report

**How to print:** The system generates this report when you populate the General Ledger Summary Download File (IXGLDS) (if the *G/L Download Type (G03)* system control value is set to **SUMMARY**). Use this report to review the total transaction amounts included in the summary download file, and the total number of General Ledger Interface records captured.

**Note:** This report includes all records that are currently in the download file. If you did not clear the download file before using the Generate General Ledger Download File menu option, the report includes newly added and previously existing records.

---

CWDirect 3.5 General Ledger Download Audit Report EKAPLAN GLX0088 2/16/99 12:52:35 Page 1  
 EZK Mail Order

Selection Criteria:  
 Date: . . . . . : 02/28/98  
 Excluded Division:

Date	Cross Reference Number	Journal Source	Journal Source Description	Transaction Amount	# GL Records
02/16/98	6786786	D	Sale/Merchandise discount	\$ 10.00	1
	4545454	3	Sale/Cash/Check	\$ 11.00-	1
	1234567	T	Sale/Tax	\$ 1.00	1
			02/16/98 Totals: Debits	\$ 11.00-	
			Credits	\$ 11.00	
02/19/98	6786786	D	Sale/Merchandise discount	\$ 20.00	1
	2342342	4	Sale/Coupon/Gift Certif.	\$ 22.00-	1
	1234567	T	Sale/Tax	\$ 2.00	1
			02/19/98 Totals: Debits	\$ 22.00-	
			Credits	\$ 22.00	
02/20/98	6786786	D	Sale/Merchandise discount	\$ 10.08-	1
	7897897	R	Sale/Merchandise return	\$ 20.00	1
	1231231	6	Sale/Accounts Receivable	\$ 10.92-	1
	1234567	T	Sale/Tax	\$ 1.00	1
			02/20/98 Totals: Debits	\$ 21.00-	
			Credits	\$ 21.00	
02/26/98	2323232	8	Rfnd/Refund	\$ 13.00	1
	8989898	8	Rfnd/Refund	\$ 13.00-	2
			02/26/98 Totals: Debits	\$ 13.00-	
			Credits	\$ 13.00	
			Grand totals	\$ 67.00-	
			Credits	\$ 67.00	

Total Number of Download Records Created : 12  
 Total Number of G/L Records Selected . . : 13

**Contents:**

- latest date to include on the report (the date you selected at the prompt screen)
- excluded division, if any, from the *Division to Exclude from General Ledger Download File (F68)* system control value
- date when each transaction took place
- cross reference number from the General Ledger Interface file. The cross reference number is derived from the Chart of Accounts (Working with Chart of Accounts (**WCA**))
- code for the journal source
- description of the journal source
- total transaction amount for the date, cross reference, and journal source. This amount is net of credits; negative amounts are indicated with a minus sign.
- total number of General Ledger Interface records that are summarized in the download record
- total debits and credits for each date
- total debits and credits for all records in the download file
- total number of records in the download file
- total number of General Ledger Interface records that are summarized in the download file

## DMT Order Header Interface Summary Report

**Purpose:** This report displays order summary information for records in the DMT Order Header File.

The system creates a record in the DMT Order Header file for each record in the Marketing Download Trigger file with a trigger type of **OH** (order header) that you download. The system creates **OH** (order header) trigger records when you:

- create a new order in order entry or accept an order in batch order entry. A separate record is created for each order ship to.
- add a new ship to address (using **Accept/Add Rcp**) to an order in order maintenance.

This report sorts in entity sequence. A summary of the totals on this report for the specified company and across entities prints at the end of the report.

CWDirect 18.0

**How to print:** At a command line, enter this command to print the DMT Order Header Interface Summary report, where XXX is your company code: CALL CSX1044 (' ' ' ' 'COMPANY NAME' X'XXX')

```
CWDirect Rel 6.0          DMT Order Header Interface Summary  KBOTTGER  CSX1045  6/17/02 10:18:44 Page  1
                          kab co
Entity  202  2002 ENTITY                                     Total Order $ . :      324.10
                                                Average Order $ :      36.01
```

Sold To		Total	Mailable	Not Mailable						
Address Type		Orders	Deliverable	Deliverable						
		Orders	Orders	Orders						
USA	:	4	3	1						
Canadian	:	1	0	1						
International	:	4	0	4						
Total	:	9	3	6						
Mail Code	Do Not Rent	Undlvrble	Fraud	Club Member	E-Mail Address	Gift Giver	Ship-To Flag	---- Flex Pmt ----		
6	7	0	4	0	9	1	2	1	2	
Order Type		Quantity		Percent						
P	PHONE ORDERS	7	77.7 %							
X	E-COMMERCE ORDER TYPE	2	22.2 %							

```
CWDirect Rel 6.0          DMT Order Header Interface Summary  KBOTTGER  CSX1045  6/17/02 10:18:44 Page  2
                          kab co
```

DMT Order Header Interface Summary

```
Total Order $ :      324.10
Average Order $ :      36.01
```

Sold To		Total	Mailable	Not Mailable						
Address Type		Orders	Deliverable	Deliverable						
		Orders	Orders	Orders						
USA	:	4	3	1						
Canadian	:	1	0	1						
International	:	4	0	4						
Total	:	9	3	6						
Mail Code	Do Not Rent	Undlvrble	Fraud	Club Member	E-Mail Address	Gift Giver	Ship-To Flag	---- Flex Pmt ----		
6	7	0	4	0	9	1	2	1	2	
Order Type		Quantity		Percent						
P	PHONE ORDERS	7	77.7 %							
X	E-COMMERCE ORDER TYPE	2	22.2 %							
Total DMT Order Header records sent to DMT :				9						

## Contents:

- **Entity:** the code and description of the entity associated with the order. This is the value defined in the *Entity* field in the DMT Order Header file.
- **Total order dollars:** the total merchandise amount on the orders associated with the specified company and entity; this is the merchandise amount for the order ship tos, including soldout order lines and cancelled order lines if the cancel reason code has *Reduce demand unselected*. This is the sum of the values defined in the *Order amount* field in the DMT Order Header file for orders in the specified company and entity.
- **Average order dollars:** the average merchandise amount on orders associated with the specified company and entity. The system uses this calculation to determine the average order dollars:  $\text{total order dollars} / \text{number of orders} = \text{average order dollars}$ .
- **Sold to address type:** the address type defined for the sold to customer on the order in the DMT Order Header file for the specified company and entity. The report displays the total orders for each address type and provides a breakdown of the order total by orders that are deliverable and orders that are non-deliverable.
  - **USA:** the sold to customer's address is a US address. The system uses the value defined in the *Default Country for Customer Address (B17)* system control value as the country code used for US addresses.
  - **Canadian:** the sold to customer's address is a Canadian address. The system uses the country codes **CA** or **CAN** as the country code used for Canadian addresses and the following state codes: **AB** (Alberta), **BC** (British Columbia), **MB** (Manitoba), **NB** (New Brunswick), **NF** (New Foundland), **NT** (Northwest Territory), **NS** (Nova Scotia), **ON** (Ontario), **PE** (Price Edward Island), **PQ** (Quebec), **QC** (Quebec alternate), **SK** (Saskatchewan), **YT** (Yukon Territory).
  - **International:** the sold to customer's address is an address other than US or Canadian. The system uses any country code other than **CA**, **CAN**, or the country code defined in the *Default Country for Customer Address (B17)* system control value as the country code used for International addresses.
- **USA total orders:** the total number of orders in the DMT Order Header file for the specified company and entity whose sold to customer address is a US address.
- **USA mailable deliverable orders:** the total number of US orders in the DMT Order Header file for the specified company and entity that are considered deliverable. The system considers an address deliverable if all of the following is true:
  - the *Mail name* field or the *Entity mail name* field for the DMT order header record is **Y**.

## CWDirect 18.0

- the *Deliverable code* field for the DMT order header record is blank.
- the *Hold/bypass/fraud* field for the DMT order header record is blank or **B** (bypass).
- the *Customer class* field for the DMT order header record is blank.
- **USA not mailable deliverable orders:** the total number of US orders in the DMT Order Header file for the specified company and entity that are considered non-deliverable. The system considers an address non-deliverable if one or more of the following is true:
  - the *Mail name* field or the *Entity mail name* field for the DMT order header record is **N**.
  - the *Deliverable code* field for the DMT order header record is not blank.
  - the *Hold/bypass/fraud* field for the DMT order header record is **F** (fraud) or **H** (hold).
  - the *Customer class* field for the DMT order header record is not blank.
- **Canadian total orders:** the total number of orders in the DMT Order Header file for the specified company and entity whose sold to customer address is a Canadian address.
- **Canadian mailable deliverable orders:** the total number of Canadian orders in the DMT Order Header file for the specified company and entity that are considered deliverable. The system considers an address deliverable if all of the following is true:
  - the *Mail name* field or the *Entity mail name* field for the DMT order header record is **Y**.
  - the *Deliverable code* field for the DMT order header record is blank.
  - the *Hold/bypass/fraud* field for the DMT order header record is blank or **B** (bypass).
  - the *Customer class* field for the DMT order header record is blank.
- **Canadian not mailable deliverable orders:** the total number of Canadian orders in the DMT Order Header file for the specified company and entity that are considered non-deliverable. The system considers an address non-deliverable if one or more of the following is true:
  - the *Mail name* field or the *Entity mail name* field for the DMT order header record is **N**.
  - the *Deliverable code* field for the DMT order header record is not blank.
  - the *Hold/bypass/fraud* field for the DMT order header record is **F** (fraud) or **H** (hold).
  - the *Customer class* field for the DMT order header record is not blank.
- **International total orders:** the total number of orders in the DMT Order Header file for the specified company and entity whose sold to customer address is an International address.

## CWDirect 18.0

- **International mailable deliverable orders:** the total number of International orders in the DMT Order Header file for the specified company and entity that are considered deliverable. The system considers an address deliverable if all of the following is true:
  - the *Mail name* field or the *Entity mail name* field for the DMT order header record is **Y**.
  - the *Deliverable code* field for the DMT order header record is blank.
  - the *Hold/bypass/fraud* field for the DMT order header record is blank or **B** (bypass).
  - the *Customer class* field for the DMT order header record is blank.
- **International not mailable deliverable orders:** the total number of International orders in the DMT Order Header file for the specified company and entity that are considered non-deliverable. The system considers an address non-deliverable if one or more of the following is true:
  - the *Mail name* field or the *Entity mail name* field for the DMT order header record is **N**.
  - the *Deliverable code* field for the DMT order header record is not blank.
  - the *Hold/bypass/fraud* field for the DMT order header record is **F** (fraud) or **H** (hold).
  - the *Customer class* field for the DMT order header record is not blank.
- **Total orders:** the total number of orders in the DMT Order Header file for the specified company and entity across US, Canadian, and International addresses.
- **Total mailable deliverable orders:** the total number of US, Canadian, and International orders in the DMT Order Header file for the specified company and entity that are considered deliverable.
- **Total not mailable deliverable orders:** the total number of US, Canadian, and International orders in the DMT Order Header file for the specified company and entity that are considered non-deliverable.
- **Mail code:** the number of orders in the DMT Order Header file for the specified company and entity whose *Mail code* field contains a value.
- **Do not rent:** the number of orders in the DMT Order Header file for the specified company and entity whose *Rent name* field is **N**.
- **Undeliverable:** the number of orders in the DMT Order Header file for the specified company and entity whose *Deliverable code* field contains a value.
- **Fraud:** the number of orders in the DMT Order Header file for the specified company and entity whose *Hold/bypass/fraud* field is **F** (fraud).

## CWDirect 18.0

- **Club member:** this value is not implemented.
- **E-mail address:** the number of orders in the DMT Order Header file for the specified company and entity whose *Internet address* field contains a value.
- **Gift giver:** the number of orders in the DMT Order Header file for the specified company and entity whose *Recipient* field contains a value.
- **Ship-to flag:** the number of orders in the DMT Order Header file for the specified company and entity whose *Ship to* field is **Y**.
- **Installment flexible payment:** the number of orders in the DMT Order Header file for the specified company and entity whose *FPO type* field is **I**.
- **Deferred flexible payment:** the number of orders in the DMT Order Header file for the specified company and entity whose *FPO type* field is **D**.
- **Order type:** the code and description of the order type defined for the order in the DMT Order Header file for the specified company and entity. The report displays the total number of orders and total percentage of orders for each order type.
  - **Quantity:** the total number of orders associated with the specified order type in the DMT Order Header file for the specified company and entity.
  - **Percent:** the total percentage of orders associated with the specified order type in the DMT Order Header file for the specified company and entity. The system uses this calculation to determine the order percentage:  $\text{order type record count} / \text{entity record count} = \text{order type percentage count}$ .

**DMT Order Header Interface Summary:** the system provides totals at the end of the report for the above fields for the specified company and across entities.

- **Total order dollars:** the total merchandise amount on the orders associated with the specified company and across entities.
- **Average order dollars:** the average merchandise amount on orders associated with the specified company and across entities.
- **Sold to address type:** the address type defined for the sold to customer on the order in the DMT Order Header file for the specified company and across entities.
- **USA:** the total number of orders, mailable deliverable orders, and not mailable deliverable orders for US addresses for the specified company and across entities.

## CWDirect 18.0

- **total orders:** the total number of orders in the DMT Order Header file for the specified company and across entities whose sold to customer address is a US address.
- **mailable deliverable orders:** the total number of US orders in the DMT Order Header file for the specified company and across entities that are considered deliverable.
- **not mailable deliverable orders:** the total number of US orders in the DMT Order Header file for the specified company and across entities that are considered non-deliverable.
- **Canadian:** the total number of orders, mailable deliverable orders, and not mailable deliverable orders for Canadian addresses for the specified company and across entities.
  - **total orders:** the total number of orders in the DMT Order Header file for the specified company and across entities whose sold to customer address is a Canadian address.
  - **mailable deliverable orders:** the total number of Canadian orders in the DMT Order Header file for the specified company and across entities that are considered deliverable.
  - **not mailable deliverable orders:** the total number of Canadian orders in the DMT Order Header file for the specified company and across entities that are considered non-deliverable.
- **International:** the total number of orders, mailable deliverable orders, and not mailable deliverable orders for International addresses for the specified company and across entities.
  - **total orders:** the total number of orders in the DMT Order Header file for the specified company and across entities whose sold to customer address is an International address.
  - **mailable deliverable orders:** the total number of International orders in the DMT Order Header file for the specified company and across entities that are considered deliverable.
  - **not mailable deliverable orders:** the total number of International orders in the DMT Order Header file for the specified company and across entities that are considered non-deliverable.
- **Total:** the total number of orders, total mailable deliverable orders, and total non mailable deliverable orders in the DMT Order Header file for the specified company and across entities and address types.
  - **total orders:** the total number of orders in the DMT Order Header file for the specified company and across entities and address types.
  - **total mailable deliverable orders:** the total number of orders in the DMT Order Header file for the specified company and across entities and address types that are considered deliverable.

## CWDirect 18.0

- **total non mailable deliverable orders:** the total number of orders in the DMT Order Header file for the specified company and across entities and address types that are considered non-deliverable.
- **Mail code:** the number of orders in the DMT Order Header file for the specified company and across entities whose *Mail code* field contains a value.
- **Do not rent:** the number of orders in the DMT Order Header file for the specified company and across entities whose *Rent name* field is **N**.
- **Undeliverable:** the number of orders in the DMT Order Header file for the specified company and across entities whose *Deliverable code* field contains a value.
- **Fraud:** the number of orders in the DMT Order Header file for the specified company and across entities whose *Hold/bypass/fraud* field is **F** (fraud).
- **Club member:** this value is not implemented.
- **Email address:** the number of orders in the DMT Order Header file for the specified company and across entities whose *Internet address* field contains a value.
- **Gift giver:** the number of orders in the DMT Order Header file for the specified company and across entities whose *Recipient* field contains a value.
- **Ship to flag:** the number of orders in the DMT Order Header file for the specified company and across entities whose *Ship to* field is **Y**.
- **Installment flexible payment:** the number of orders in the DMT Order Header file for the specified company and across entities whose *FPO type* field is **I**.
- **Deferred flexible payment:** the number of orders in the DMT Order Header file for the specified company and across entities whose *FPO type* field is **D**.
- **Order type:** the code and description of the order type defined for the order in the DMT Order Header file for the specified company and across entities. The report displays the total number of orders and total percentage of orders for each order type.
  - **quantity:** the total number of orders associated with the specified order type in the DMT Order Header file for the specified company and across entities.

*CWDirect 18.0*

- **percent:** the total percentage of orders associated with the specified order type in the DMT Order Header file for the specified company and across entities.
- **Total DMT order header records sent to DMT:** the total number of orders in the DMT Order Header file for the specified company, and across entities.

## DMT Order Detail Interface Summary Report

**Purpose:** This report displays order detail summary information for records in the *DMT Order Detail File*.

The system creates a record in the DMT Order Detail file for each record in the Marketing Download Trigger file with a trigger type of **LH** (order line history) or **OH** (order header) that you download.

- The system creates **LH** (order line history) trigger records when you create order line history (for example, cancelling an item on an order, adding an item, or performing other updates in order maintenance; or billing an order).
- The system creates **OH** (order header) trigger records when you create a new order in order entry or accept an order in batch order entry.

This report sorts in entity sequence. For each entity, the system provides totals for transactions associated with new orders for a specified company and entity and transactions associated with maintained orders for a specified company and entity and also provides totals across entities. The total number of records in the DMT Order Detail file prints at the end of the report.

## CWDirect 18.0

**How to print:** At a command line, enter this command to print the DMT Order Detail Interface Summary report, where XXX is your company code: CALL CSX1058 (' ' ' ' 'COMPANY NAME' X'XXXF')..

Entity		DMT Order Detail Interface Summary										
		Record	Order	Ship	Return	Cancel	Sold Out	Exchange	B/O	Price	Price	Sale
		Count	Qty	Qty	Qty	Qty	Qty	Qty	Flag	Promotions	Overrides	Price
Entity 202 2002 ENTITY												
OH Sent this week	:	5	5	3	0	0	1	0	1	0	5	0
OH Not Sent this week	:	4	0	1	1	0	1	0	0	0	4	0
Total	:	9	5	4	1	0	2	0	1	0	9	0
Entity 302 JAPANESE ENTITY MAR 2002												
OH Sent this week	:	6	7	2	0	0	2	1	1	0	5	0
OH Not Sent this week	:	0	0	0	0	0	0	0	0	0	0	0
Total	:	6	7	2	0	0	2	1	1	0	5	0
Entity 555 ENTITY 555												
OH Sent this week	:	6	5	0	5	1	2	5	1	0	6	0
OH Not Sent this week	:	0	0	0	0	0	0	0	0	0	0	0
Total	:	6	5	0	5	1	2	5	1	0	6	0
DMT Order detail totals												
OH Sent this week	:	17	17	5	5	1	5	6	3	0	16	0
OH Not Sent this week	:	4	0	1	1	0	1	0	0	0	4	0
Total	:	21	17	6	6	1	6	6	3	0	20	0
Total DMT Order Detail records sent to DMT : 21												

### Contents:

- **Entity:** the code and description of the entity associated with the order line. This is the value defined in the *Entity* field in the DMT Order Detail file.
- **OH sent this week:** the number of DMT order detail records created as a result of an **OH** (order header) trigger record (the DMT order detail records are associated with DMT order header records). This is the number of order lines that exist on newly created orders for the specified company and entity.

## CWDirect 18.0

- **Record count:** the number of new order lines in the DMT Order Detail file for the specified company and entity.
- **Order quantity:** the number of units ordered on new order lines for the specified company and entity. This is the sum of the values defined in the *Quantity ordered* field in the DMT Order Detail file for new order lines in the specified company and entity.
- **Ship quantity:** the number of units shipped on new order lines for the specified company and entity. This is the sum of the values defined in the *Quantity shipped* field in the DMT Order Detail file for new order lines in the specified company and entity.
- **Return quantity:** the number of units returned on new order lines for the specified company and entity. This is the sum of the values defined in the *Quantity returned* field in the DMT Order Detail file for new order lines in the specified company and entity.
- **Cancel quantity:** the number of units cancelled on new order lines for the specified company and entity. This is the sum of the values defined in the *Quantity cancelled* field in the DMT Order Detail file for new order lines in the specified company and entity.
- **Sold out quantity:** the number of units soldout on new order lines for the specified company and entity. This is the sum of the values defined in the *Quantity sold out* field in the DMT Order Detail file for new order lines in the specified company and entity.
- **Exchange quantity:** the number of units exchanged on new order lines for the specified company and entity. This is the sum of the values defined in the *Quantity exchanged* field in the DMT Order Detail file for new order lines in the specified company and entity.
- **B/O flag:** the number of new order lines in the DMT Order Detail file for the specified company and entity whose *Backorder flag* field is Y.
- **Price promotions:** the number of new order lines in the DMT Order Detail file for the specified company and entity whose *Unit offer price* field value does not match the *Unit price* field value and the *Price override code* field is blank.
- **Price overrides:** the number of new order lines in the DMT Order Detail file for the specified company and entity whose *Unit offer price* field value does not match the *Unit price* field value and the *Price override code* field contains a value.
- **Sale price:** the number of new order lines in the DMT Order Detail file for the specified company and entity whose *Price method* field is **SB** (sale book item).
- **OH not sent this week:** the number of DMT order detail records created as a result of an **LH** (order line history) trigger record. This is the number of order lines updated during order maintenance for the specified company and entity.
  - **Record count:** the number of maintained order lines in the DMT Order Detail file for the specified company and entity.
  - **Order quantity:** the number of units added to existing order lines for the specified company and entity. This is the sum of the values defined in the *Quantity ordered* field in the DMT Order Detail file for maintained order lines in the specified company and entity.

## CWDirect 18.0

- **Ship quantity:** the number of units shipped on existing order lines for the specified company and entity. This is the sum of the values defined in the *Quantity shipped* field in the DMT Order Detail file for maintained order lines in the specified company and entity.
- **Return quantity:** the number of units returned on existing order lines for the specified company and entity. This is the sum of the values defined in the *Quantity returned* field in the DMT Order Detail file for maintained order lines in the specified company and entity.
- **Cancel quantity:** the number of units cancelled on existing order lines for the specified company and entity. This is the sum of the values defined in the *Quantity cancelled* field in the DMT Order Detail file for maintained order lines in the specified company and entity.
- **Sold out quantity:** the number of units soldout on existing order lines for the specified company and entity. This is the sum of the values defined in the *Quantity sold out* field in the DMT Order Detail file for maintained order lines in the specified company and entity.
- **Exchange quantity:** the number of units exchanged on existing order lines for the specified company and entity. This is the sum of the values defined in the *Quantity exchanged* field in the DMT Order Detail file for maintained order lines in the specified company and entity.
- **B/O flag:** the number of maintained order lines in the DMT Order Detail file for the specified company and entity whose *Backorder flag* field is **Y**.
- **Price promotions:** the number of maintained order lines in the DMT Order Detail file for the specified company and entity whose *Unit offer price* field value does not match the *Unit price* field value and the *Price override code* field is blank.
- **Price overrides:** the number of maintained order lines in the DMT Order Detail file for the specified company and entity whose *Unit offer price* field value does not match the *Unit price* field value and the *Price override code* field contains a value.
- **Sale price:** the number of maintained order lines in the DMT Order Detail file for the specified company and entity whose *Price method* field is **SB** (sale book item).
- **Total:** the total number of order lines in the DMT Order Detail file for the specified company and entity across new and maintained order lines.
  - **Record count:** the number of order lines in the DMT Order Detail file for the specified company and entity.
  - **Order quantity:** the number of units on order lines for the specified company and entity. This is the sum of the values defined in the *Quantity ordered* field in the DMT Order Detail file for order lines in the specified company and entity.

## CWDirect 18.0

- **Ship quantity:** the number of units shipped on order lines for the specified company and entity. This is the sum of the values defined in the *Quantity shipped* field in the DMT Order Detail file for order lines in the specified company and entity.
- **Return quantity:** the number of units returned on order lines for the specified company and entity. This is the sum of the values defined in the *Quantity returned* field in the DMT Order Detail file for order lines in the specified company and entity.
- **Cancel quantity:** the number of units cancelled on order lines for the specified company and entity. This is the sum of the values defined in the *Quantity cancelled* field in the DMT Order Detail file for order lines in the specified company and entity.
- **Sold out quantity:** the number of units soldout on order lines for the specified company and entity. This is the sum of the values defined in the *Quantity sold out* field in the DMT Order Detail file for order lines in the specified company and entity.
- **Exchange quantity:** the number of units exchanged on order lines for the specified company and entity. This is the sum of the values defined in the *Quantity exchanged* field in the DMT Order Detail file for order lines in the specified company and entity.
- **B/O flag:** the number of order lines in the DMT Order Detail file for the specified company and entity whose *Backorder flag* field is Y.
- **Price promotions:** the number of order lines in the DMT Order Detail file for the specified company and entity whose *Unit offer price* field value does not match the *Unit price* field value and the *Price override code* field is blank.
- **Price overrides:** the number of order lines in the DMT Order Detail file for the specified company and entity whose *Unit offer price* field value does not match the *Unit price* field value and the *Price override code* field contains a value.
- **Sale price:** the number of order lines in the DMT Order Detail file for the specified company and entity whose *Price method* field is **SB** (sale book item).
- **DMT order detail totals:** the record count, order quantity, ship quantity, return quantity, cancel quantity, sold out quantity, exchange quantity, B/O flag, price promotions, price overrides, and sale price for new order lines across entities and maintained order lines across entities.
- **DMT order detail totals OH sent this week:** the number of DMT order detail records created as a result of an **OH** (order header) trigger record (the DMT order detail records are associated with DMT order header records). This is the number of order lines that exist on newly created orders for the specified company and across all entities.
  - **Record count:** the number of new order lines in the DMT Order Detail file for the specified company and across all entities.
  - **Order quantity:** the number of units ordered on new order lines for the specified company and across all entities. This is the sum of the values defined in the *Quantity ordered* field in the DMT Order Detail file for new order lines in the specified company and across entities.

## CWDirect 18.0

- **Ship quantity:** the number of units shipped on new order lines for the specified company and across entities. This is the sum of the values defined in the *Quantity shipped* field in the DMT Order Detail file for new order lines in the specified company and across entities.
- **Return quantity:** the number of units returned on new order lines for the specified company and across entities. This is the sum of the values defined in the *Quantity returned* field in the DMT Order Detail file for new order lines in the specified company and across entities.
- **Cancel quantity:** the number of units cancelled on new order lines for the specified company and across entities. This is the sum of the values defined in the *Quantity cancelled* field in the DMT Order Detail file for new order lines in the specified company and across entities.
- **Sold out quantity:** the number of units soldout on new order lines for the specified company and across entities. This is the sum of the values defined in the *Quantity sold out* field in the DMT Order Detail file for new order lines in the specified company and across entities.
- **Exchange quantity:** the number of units exchanged on new order lines for the specified company and across entities. This is the sum of the values defined in the *Quantity exchanged* field in the DMT Order Detail file for new order lines in the specified company and across entities.
- **B/O flag:** the number of new order lines in the DMT Order Detail file for the specified company and across entities whose *Backorder flag* field is **Y**.
- **Price promotions:** the number of new order lines in the DMT Order Detail file for the specified company and across entities whose *Unit offer price* field value does not match the *Unit price* field value and the *Price override code* field is blank.
- **Price overrides:** the number of new order lines in the DMT Order Detail file for the specified company and across entities whose *Unit offer price* field value does not match the *Unit price* field value and the *Price override code* field contains a value.
- **Sale price:** the number of new order lines in the DMT Order Detail file for the specified company and across entities whose *Price method* field is **SB** (sale book item).
- **DMT order detail totals OH not sent this week:** the number of DMT order detail records created as a result of an **LH** (order line history) trigger record. This is the number of order lines updated during order maintenance for the specified company and across entities.
  - **Record count:** the number of maintained order lines in the DMT Order Detail file for the specified company and across entities.
  - **Order quantity:** the number of units added to existing order lines for the specified company and across entities. This is the sum of the values defined in the *Quantity ordered* field in the DMT Order Detail file for maintained order lines in the specified company and across entities.

## CWDirect 18.0

- **Ship quantity:** the number of units shipped on existing order lines for the specified company and across entities. This is the sum of the values defined in the *Quantity shipped* field in the DMT Order Detail file for maintained order lines in the specified company and across entities.
- **Return quantity:** the number of units returned on existing order lines for the specified company and across entities. This is the sum of the values defined in the *Quantity returned* field in the DMT Order Detail file for maintained order lines in the specified company and across entities.
- **Cancel quantity:** the number of units cancelled on existing order lines for the specified company and across entities. This is the sum of the values defined in the *Quantity cancelled* field in the DMT Order Detail file for maintained order lines in the specified company and across entities.
- **Sold out quantity:** the number of units soldout on existing order lines for the specified company and across entities. This is the sum of the values defined in the *Quantity sold out* field in the DMT Order Detail file for maintained order lines in the specified company and across entities.
- **Exchange quantity:** the number of units exchanged on existing order lines for the specified company and across entities. This is the sum of the values defined in the *Quantity exchanged* field in the DMT Order Detail file for maintained order lines in the specified company and across entities.
- **B/O flag:** the number of maintained order lines in the DMT Order Detail file for the specified company and across entities whose *Backorder flag* field is **Y**.
- **Price promotions:** the number of maintained order lines in the DMT Order Detail file for the specified company and across entities whose *Unit offer price* field value does not match the *Unit price* field value and the *Price override code* field is blank.
- **Price overrides:** the number of maintained order lines in the DMT Order Detail file for the specified company and across entities whose *Unit offer price* field value does not match the *Unit price* field value and the *Price override code* field contains a value.
- **Sale price:** the number of maintained order lines in the DMT Order Detail file for the specified company and across entities whose *Price method* field is **SB** (sale book item).
- **Total:** the total number of order lines in the DMT Order Detail file for the specified company and across new and maintained order lines for all entities.
  - **Record count:** the number of order lines in the DMT Order Detail file for the specified company and across entities.
  - **Order quantity:** the number of units on order lines for the specified company and across entities. This is the sum of the values defined in the *Quantity ordered* field in the DMT Order Detail file for order lines in the specified company and entity.

## CWDirect 18.0

- **Ship quantity:** the number of units shipped on order lines for the specified company and entity. This is the sum of the values defined in the *Quantity shipped* field in the DMT Order Detail file for order lines in the specified company and across entities.
- **Return quantity:** the number of units returned on order lines for the specified company and across entities. This is the sum of the values defined in the *Quantity returned* field in the DMT Order Detail file for order lines in the specified company and across entities.
- **Cancel quantity:** the number of units cancelled on order lines for the specified company and across entities. This is the sum of the values defined in the *Quantity cancelled* field in the DMT Order Detail file for order lines in the specified company and across entities.
- **Sold out quantity:** the number of units soldout on order lines for the specified company and across entities. This is the sum of the values defined in the *Quantity sold out* field in the DMT Order Detail file for order lines in the specified company and across entities.
- **Exchange quantity:** the number of units exchanged on order lines for the specified company and across entities. This is the sum of the values defined in the *Quantity exchanged* field in the DMT Order Detail file for order lines in the specified company and across entities.
- **B/O flag:** the number of order lines in the DMT Order Detail file for the specified company and across entities whose *Backorder flag* field is **Y**.
- **Price promotions:** the number of order lines in the DMT Order Detail file for the specified company and across entities whose *Unit offer price* field value does not match the *Unit price* field value and the *Price override code* field is blank.
- **Price overrides:** the number of order lines in the DMT Order Detail file for the specified company and across entities whose *Unit offer price* field value does not match the *Unit price* field value and the *Price override code* field contains a value.
- **Sale price:** the number of order lines in the DMT Order Detail file for the specified company and across entities whose *Price method* field is **SB** (sale book item).
- **Total DMT order detail records sent to DMT:** the total number of records that exist in the DMT Order Detail file.

## DMT Customer Status Change Interface Report

**Purpose:** This report displays customer information for sold to customers whose information has changed; this is customer status change information for records in the DMT Customer Status Change File.

The system creates a record in the DMT Customer Status Change file for each record in the Marketing Download Trigger file with a trigger type of **CS** (customer status change) that you download. The system creates **CS** (customer status change) trigger records when you change one or more of these fields for a customer sold to:

- Mail name
- Customer sold to entity mail name
- Rent name
- Deliverable code
- Hold/bypass/fraud
- Customer class
- Mail code
- Call code

This report sorts in entity sequence. Entity 0 (no entity specified) prints at the top of the report. The total number of records in the DMT Customer Status Change file prints at the end of the report.

## CWDirect 18.0

**How to print:** At a command line, enter this command to print the DMT Customer Status Change Interface Summary report, where XXX is your company code: CALL CSX1061 (' ' ' ' 'COMPANY NAME' X'XXXF').

```

CWDirect Rel 6.0          DMT Customer Status Change Interface  KBOTTGER  CSX1062  6/17/02 16:00:30 Page  1
                          kabco

Entity    0  ENTITY NOT SPECIFIED
|----- Address Type -----| |----- Customer -----| |----- Entity -----|
USA      Canadian  International  Mail Flag = Y  Mail Flag = N  Mail Flag = Y  Mail Flag = N
          7          1          2          6          4          10          0
          Mail      Do Not      Customer
          Code      Rent      Undeliverable  Fraud      Class
          5          4          0          4          4

DMT customer status change totals :
|----- Address Type -----| |----- Customer -----| |----- Entity -----|
USA      Canadian  International  Mail Flag = Y  Mail Flag = N  Mail Flag = Y  Mail Flag = N
          7          1          2          6          4          10          0
          Mail      Do Not      Customer
          Code      Rent      Undeliverable  Fraud      Class
          5          4          0          4          4

Total DMT customer status change records sent to DMT :      10
    
```

### Contents:

- **Entity:** the code and description of the entity associated with the updated sold to customer. This is the value defined in the *Entity* field in the DMT Customer Status Change file.
- **Address type:** the address type defined for the updated sold to customers in the DMT Customer Status Change file for the specified company and entity. The report displays the total number of updated customers for each address type.
  - **USA:** the number of updated sold to customers in the DMT Customer Status Change file for the specified company and entity whose address is a US address. The system uses the value defined in the *Default Country for Customer Address (B17)* system control value as the country code used for US addresses.
  - **Canadian:** the number of updated sold to customers in the DMT Customer Status Change file for the specified company and entity whose address is a Canadian address. The system uses the country code **CA** or **CAN** as the country code used for Canadian addresses and the following state codes: **AB** (Alberta), **BC** (British Columbia), **MB** (Manitoba), **NB** (New Brunswick), **NF** (New Foundland), **NT** (Northwest Territory), **NS** (Nova Scotia), **ON** (Ontario), **PE** (Price Edward Island), **PQ** (Quebec), **QC** (Quebec alternate), **SK** (Saskatchewan), **YT** (Yukon Territory).

## CWDirect 18.0

- **International:** the number of updated sold to customers in the DMT Customer Status Change file for the specified company and entity whose address is an International address. The system uses any country code other than **CA**, **CAN**, or the country code defined in the *Default Country for Customer Address (B17)* system control value as the country code used for International addresses.
- **Customer:** the mail name setting defined for the updated sold to customers in the DMT Customer Status Change file for the specified company and entity. The report displays the total number of updated customers for each mail name setting (**Y** or **N**).
  - **Mail flag = Y:** the number of updated sold to customers in the DMT Customer Status Change file for the specified company and entity whose *Mail name* value is **Y**.
  - **Mail flag = N:** the number of updated sold to customers in the DMT Customer Status Change file for the specified company and entity whose *Mail name* value is **N**.
- **Entity:** the entity mail name setting defined for the updated sold to customers in the DMT Customer Status Change file for the specified company and entity. The report displays the total number of updated sold to customers for each entity mail name setting (**Y** or **N**).
  - **Mail flag = Y:** the number of updated sold to customers in the DMT Customer Status Change file for the specified company and entity whose *Entity mail name* value is **Y** or blank.
  - **Mail flag = N:** the number of updated sold to customers in the DMT Customer Status Change file for the specified company and entity whose *Entity mail name* value is **N**.
- **Mail code:** the number of updated sold to customers in the DMT Customer Status Change file for the specified company and entity whose *Mail code* field contains a value.
- **Do not rent:** the number of updated sold to customers in the DMT Customer Status Change file for the specified company and entity whose *Mail name* field or *Entity mail name* field is **N**.
- **Undeliverable:** the number of updated sold to customers in the DMT Customer Status Change file for the specified company and entity whose *Deliverable code* field contains a value.
- **Fraud:** the number of updated sold to customers in the DMT Customer Status Change file for the specified company and entity whose *Hold/bypass/fraud* field is **F** (fraud) or **H** (hold).
- **Customer class:** the number of updated sold to customers in the DMT Customer Status Change file for the specified company and entity whose *Customer class* field contains a value.

**DMT customer status change totals:** the address type, customer mail flag, entity mail flag, mail code, do not rent, undeliverable, fraud, and customer class totals for the updated sold to customers in the DMT Customer Status Change file for the specified company and across entities.

- **Address type:** the address type defined for the updated sold to customers in the DMT Customer Status Change file for the specified company and across entities. The report displays the total number of updated customers for each address type.
  - **USA:** the number of updated sold to cosmetics in the DMT Customer Status Change file for the specified company and across entities whose address is a US address.
  - **Canadian:** the number of updated sold to customers in the DMT Customer Status Change file for the specified company and across entities whose address is a Canadian address.
  - **International:** the number of updated sold to customers in the DMT Customer Status Change file for the specified company and across entities whose address is an International address.
- **Customer:** the mail name setting defined for the updated sold to customers in the DMT Customer Status Change file for the specified company and across entities. The report displays the total number of updated customers for each mail name setting (**Y** or **N**).
  - **Mail flag = Y:** the number of updated sold to customers in the DMT Customer Status Change file for the specified company and across entities whose *Mail name* value is **Y**.
  - **Mail flag = N:** the number of updated sold to customers in the DMT Customer Status Change file for the specified company and across entities whose *Mail name* value is **N**.
- **Entity:** the entity mail name setting defined for the updated sold to customers in the DMT Customer Status Change file for the specified company and across entities. The report displays the total number of updated sold to customers for each entity mail name setting (**Y** or **N**).
  - **Mail flag = Y:** the number of updated sold to customers in the DMT Customer Status Change file for the specified company and across entities whose *Entity mail name* value is **Y** or blank.
  - **Mail flag = N:** the number of updated sold to customers in the DMT Customer Status Change file for the specified company and across entities whose *Entity mail name* value is **N**.
- **Mail code:** the number of updated sold to customers in the DMT Customer Status Change file for the specified company and across entities whose *Mail code* field contains a value.

*CWDirect 18.0*

- **Do not rent:** the number of updated sold to customers in the DMT Customer Status Change file for the specified company and across entities whose *Mail name* field or *Entity mail name* field is **N**.
- **Undeliverable:** the number of updated sold to customers in the DMT Customer Status Change file for the specified company and across entities whose *Deliverable code* field contains a value.
- **Fraud:** the number of updated sold to customers in the DMT Customer Status Change file for the specified company and across entities whose *Hold/bypass/fraud* field is **F** (fraud) or **H** (hold).
- **Customer class:** the number of updated sold to customers in the DMT Customer Status Change file for the specified company and across entities whose *Customer class* field contains a value.
- **Total DMT customer status change records sent to DMT:** the total number of records that exist in the DMT Customer Status Change file for the specified company.

## DMT Customer Inquiry Interface Summary Report

**Purpose:** This report displays customer inquiry information for records that exist in the DMT Customer Inquiry File.

The system creates a record in the DMT Customer Inquiry file for each record in the Marketing Download Trigger file with a trigger type of **CI** (customer inquiry) or **CN** (customer action note) that you download. The system creates **CI** (customer inquiry) trigger records when you:

- create a catalog request.
- create a new customer in order entry, even if you don't accept the order.
- create a new customer entity record, if the *Track Customer History at Entity Level (F89)* system control value is **selected**.

The system creates **CN** (customer action note) trigger records when you create, work with, or resolve a customer action note.

This report sorts in entity sequence. Entity 0 (no entity specified) prints at the top of the report; DMT customer inquiry records that represent customer action notes do not include entity. The total number of records in the DMT Customer Inquiry file prints at the end of the report.



## Contents:

- **Entity:** the code and description of the entity associated with the customer sold to. This is the value defined in the *Entity* field in the DMT Customer Inquiry file.
- **Address type:** the address type defined for the sold to customer in the DMT Customer Inquiry file for the specified company and entity. The report displays the total inquiries for each address type and provides a breakdown of the inquiries total by inquiries that are deliverable and inquiries that are non-deliverable. The total customer action note inquiries also prints for each address type.
  - **USA:** the sold to customer's address is a US address. The system uses the value defined in the *Default Country for Customer Address (B17)* system control value as the country code used for US addresses.
  - **Canadian:** the sold to customer's address is a Canadian address. The system uses the country code **CA** or **CAN** as the country code used for Canadian addresses and the following state codes: **AB** (Alberta), **BC** (British Columbia), **MB** (Manitoba), **NB** (New Brunswick), **NF** (New Foundland), **NT** (Northwest Territory), **NS** (Nova Scotia), **ON** (Ontario), **PE** (Price Edward Island), **PQ** (Quebec), **QC** (Quebec alternate), **SK** (Saskatchewan), **YT** (Yukon Territory).
  - **International:** the sold to customer's address is an address other than US or Canadian. The system uses any country code other than **CA**, **CAN**, or the country code defined in the *Default Country for Customer Address (B17)* system control value as the country code used for International addresses.
- **USA total inquiries:** total number of inquiries in the DMT Customer Inquiry file for the specified company and entity whose sold to customer address is a US address.
- **USA mailable deliverable inquiries:** the total number of US inquiries in the DMT Customer Inquiry file for the specified company and entity that are considered deliverable, not including DMT customer inquiry records whose *Action reason code* field contains a value. The system considers an address deliverable if all of the following is true:
  - the *Mail name* field or the *Entity mail name* field for the DMT customer inquiry record is **Y**.
  - the *Deliverable code* field for the DMT customer inquiry record is blank.
  - the *Hold/bypass/fraud* field for the DMT customer inquiry record is blank or **B** (bypass).
  - the *Customer class* field for the DMT customer inquiry record is blank.
- **USA not mailable deliverable inquiries:** the total number of US inquiries in the DMT Customer Inquiry file for the specified company and entity that are considered non-deliverable, not including DMT customer inquiry records whose *Action reason code* field contains a value. The system considers an address non-deliverable if one or more of the following is true:

## CWDirect 18.0

- the *Mail name* field or the *Entity mail name* field for the DMT customer inquiry record is **N**.
- the *Deliverable code* field for the DMT customer inquiry record is not blank.
- the *Hold/bypass/fraud* field for the DMT customer inquiry record is **F** (fraud) or **H** (hold).
- the *Customer class* field for the DMT customer inquiry record is not blank.
- **USA customer action note inquiries:** the total number of US inquiries in the DMT Customer Inquiry file for the specified company and entity that are associated with customer action notes. A DMT customer inquiry record is associated with a customer action note if the *Action reason code* field contains a value.
- **Canadian total inquiries:** total number of inquiries in the DMT Customer Inquiry file for the specified company and entity whose sold to customer address is a Canadian address.
- **Canadian mailable deliverable inquiries:** the total number of Canadian inquiries in the DMT Customer Inquiry file for the specified company and entity that are considered deliverable, not including DMT customer inquiry records whose *Action reason code* field contains a value. The system considers an address deliverable if all of the following is true:
  - the *Mail name* field or the *Entity mail name* field for the DMT customer inquiry record is **Y**.
  - the *Deliverable code* field for the DMT customer inquiry record is blank.
  - the *Hold/bypass/fraud* field for the DMT customer inquiry record is blank or **B** (bypass).
  - the *Customer class* field for the DMT customer inquiry record is blank.
- **Canadian not mailable deliverable inquiries:** the total number of Canadian inquiries in the DMT Customer Inquiry file for the specified company and entity that are considered non-deliverable, not including DMT customer inquiry records whose *Action reason code* field contains a value. The system considers an address non-deliverable if one or more of the following is true:
  - the *Mail name* field or the *Entity mail name* field for the DMT customer inquiry record is **N**.
  - the *Deliverable code* field for the DMT customer inquiry record is not blank.
  - the *Hold/bypass/fraud* field for the DMT customer inquiry record is **F** (fraud) or **H** (hold).
  - the *Customer class* field for the DMT customer inquiry record is not blank.
- **Canadian customer action note inquiries:** the total number of Canadian inquiries in the DMT Customer Inquiry file for the specified company and entity that are associated with customer action notes. A DMT customer inquiry record is associated with a customer action note if the *Action reason code* field contains a value.

## CWDirect 18.0

- **International total inquiries:** total number of inquiries in the DMT Customer Inquiry file for the specified company and entity whose sold to customer address is an International address.
- **International mailable deliverable inquiries:** the total number of International inquiries in the DMT Customer Inquiry file for the specified company and entity that are considered deliverable, not including DMT customer inquiry records whose *Action reason code* field contains a value. The system considers an address deliverable if all of the following is true:
  - the *Mail name* field or the *Entity mail name* field for the DMT customer inquiry record is **Y**.
  - the *Deliverable code* field for the DMT customer inquiry record is blank.
  - the *Hold/bypass/fraud* field for the DMT customer inquiry record is blank or **B** (bypass).
  - the *Customer class* field for the DMT customer inquiry record is blank.
- **International not mailable deliverable inquiries:** the total number of International inquiries in the DMT Customer Inquiry file for the specified company and entity that are considered non-deliverable, not including DMT customer inquiry records whose *Action reason code* field contains a value. The system considers an address non-deliverable if one or more of the following is true:
  - the *Mail name* field or the *Entity mail name* field for the DMT customer inquiry record is **N**.
  - the *Deliverable code* field for the DMT customer inquiry record is not blank.
  - the *Hold/bypass/fraud* field for the DMT customer inquiry record is **F** (fraud) or **H** (hold).
  - the *Customer class* field for the DMT customer inquiry record is not blank.
- **International customer action note inquiries:** the total number of International inquiries in the DMT Customer Inquiry file for the specified company and entity that are associated with customer action notes. A DMT customer inquiry record is associated with a customer action note if the *Action reason code* field contains a value.
- **Total inquiries:** the total number of customer inquiries in the DMT Customer Inquiry file for the specified company and entity across US, Canadian, and International addresses.
- **Total mailable deliverable orders:** the total number of US, Canadian, and International customer inquiries in the DMT Customer Inquiry file for the specified company and entity that are considered deliverable.
- **Total not mailable deliverable orders:** the total number of US, Canadian, and International customer inquiries in the DMT Customer Inquiry file for the specified company and entity that are considered non-deliverable.

## CWDirect 18.0

- **Total customer action note inquiries:** the total number of US, Canadian, and International inquiries in the DMT Customer Inquiry file for the specified company and entity that are associated with customer action notes.
- **Mail type:** the mail type defined for the sold to customer in the DMT Customer Inquiry file for the specified company and entity. The report displays the total inquiries for each mail type.
  - **Buyer:** the total number of inquiries in the DMT Customer Inquiry file for the specified company and entity whose mail type is **B** (buyer).
  - **Suspect:** the total number of inquiries in the DMT Customer Inquiry file for the specified company and entity whose mail type is **S** (suspect).
  - **Recipient:** the total number of inquiries in the DMT Customer Inquiry file for the specified company and entity whose mail type is **R** (recipient).
  - **Rental:** the total number of inquiries in the DMT Customer Inquiry file for the specified company and entity whose mail type is **L** (rental).
  - **Catalog request:** the total number of inquiries in the DMT Customer Inquiry file for the specified company and entity whose mail type is **C** (catalog request).
- **Mail code:** the number of customer inquiries in the DMT Customer Inquiry file for the specified company and entity whose *Mail code* field contains a value.
- **Do not rent:** the number of customer inquiries in the DMT Customer Inquiry file for the specified company and entity whose *Rent name* field is **N**.
- **Undeliverable:** the number of customer inquiries in the DMT Customer Inquiry file for the specified company and entity whose *Deliverable code* field contains a value.
- **Fraud:** the number of customer inquiries in the DMT Customer Inquiry file for the specified company and entity whose *Fraud* field is **F** or **H**.
- **Club member:** this value is not implemented.

**DMT Customer Inquiry Interface Summary:** the total inquiries, mailable deliverable inquiries, not mailable deliverable inquiries, customer action note inquiries, entity mail type total inquiries, mail code, do not rent, undeliverable, fraud, and club member totals for the updated sold to customers in the DMT Customer Inquiry file for the specified company and across entities.

## CWDirect 18.0

- **Address type:** the address type (USA, Canadian, International) defined for the sold to customer in the DMT Customer Inquiry file for the specified company and across entities. The report displays the total inquiries for each address type and provides a breakdown of the inquiries total by inquiries that are deliverable and inquiries that are non-deliverable. The total customer action note inquiries also prints for each address type.
  - **Total inquiries:** total number of inquiries in the DMT Customer Inquiry file for the specified company and across entities for each address type and a total across address types.
  - **Mailable deliverable inquiries:** the total number of inquiries in the DMT Customer Inquiry file for the specified company and across entities that are considered deliverable for each address type and a total across address types; these totals do not include DMT customer inquiry records whose *Action reason code* field contains a value.
  - **Not mailable deliverable inquiries:** the total number of inquiries in the DMT Customer Inquiry file for the specified company and across entities that are considered non-deliverable for each address type and a total across address types; these totals do not include DMT customer inquiry records whose *Action reason code* field contains a value.
  - **Customer action note inquiries:** the total number of inquiries in the DMT Customer Inquiry file for the specified company and across entities that are associated with customer action notes for each address type and a total across address types.
- **Mail type total inquiries:** the mail type defined for the sold to customer in the DMT Customer Inquiry file for the specified company and across entities. The report displays the total inquiries for each mail type: buyer, suspect, recipient, rental, catalog request.
- **Mail code:** the number of customer inquiries in the DMT Customer Inquiry file for the specified company and across entities whose *Mail code* field contains a value.
- **Do not rent:** the number of customer inquiries in the DMT Customer Inquiry file for the specified company and across entities whose *Rent name* field is **N**.
- **Undeliverable:** the number of customer inquiries in the DMT Customer Inquiry file for the specified company and across entities whose *Deliverable code* field contains a value.
- **Fraud:** the number of customer inquiries in the DMT Customer Inquiry file for the specified company and across entities whose *Fraud* field is **F** or **H**.
- **Club member:** this value is not implemented.
- **Total DMT Inquiry records sent to DMT:** the total number of records in the DMT Customer Inquiry file.

## DMT Change of Address Interface Summary Report

**Purpose:** This report displays customer address information for the records in the DMT Customer Address Change File.

The system creates a record in the DMT Customer Address Change file for each record in the Marketing Download Trigger file with a trigger type of **CA** (customer address change) that you download. The system creates **CA** (customer address change) trigger records when you change a customer sold to or change or create a permanent customer ship to address, including phone numbers and email address.

**How to print:** At a command line, enter this command to print the DMT Change of Address Interface Summary report, where XXX is your company code: CALL CSX1069 (' ' ' ' 'COMPANY NAME' X'XXXF').

---

CWDirect	Rel 6.0	<b>DMT Change of Address Interface</b>			KBOTTGER	CSX1070	6/18/02 11:20:51	Page	1
		kabco							
		----- Address Type -----							
		USA	Canadian	International					
Sold To Address		3	4	3					
Ship To Address		1	1	1					
Total		4	5	4					

---

### Contents:

- **Address type:** the address type defined for the sold to customer or ship to customer in the DMT Customer Address Change file for the specified company. The report displays the number of address changes for each address type by sold to address changes and ship to address changes.
  - **USA sold to address:** the sold to customer address change is a US address. The system uses the value defined in the *Default Country for Customer Address (B17)* system control value as the country code used for US addresses.
  - **Canadian sold to address:** the sold to customer address change is a Canadian address. The system uses the country code **CA** or **CAN** as the country code used for Canadian addresses and the following state codes: **AB** (Alberta), **BC** (British Columbia), **MB** (Manitoba), **NB** (New Brunswick), **NF** (New Foundland), **NT** (Northwest Territory), **NS** (Nova Scotia), **ON** (Ontario), **PE** (Price Edward Island), **PQ** (Quebec), **QC** (Quebec alternate), **SK** (Saskatchewan), **YT** (Yukon Territory).
  - **International sold to address:** the sold to customer address change is an address other than US or Canadian. The system uses any country code other than **CA**, **CAN**, or the country code defined in the *Default Country for Customer Address (B17)* system control value as the country code used for International addresses.

*CWDirect 18.0*

- **USA ship to address:** the ship to customer address change is a US address.
- **Canadian ship to address:** the ship to customer address change is a Canadian address.
- **International ship to address:** the ship to customer address change is an address other than US or Canadian.
- **Total:** The total number of address changes for each address type, including sold to customer address changes and ship to customer address changes.
  - **USA:** the number of US address changes, including sold to customers and ship to customers.
  - **Canadian:** the number of Canadian address changes, including sold to customers and ship to customers.
  - **International:** the number of address changes other than US or Canadian, including sold to customers and ship to customers.

## DMT Source Code Summary Report

**Purpose:** This report displays source code information for the records in the DMT Source Code File.

The system creates a record in the DMT Source Download report when you run the DMT Source Download command.

This report sorts in company, entity sequence.

**How to print:** At a command line, enter this command to print the DMT Source Code Interface Summary report: `CALL PGM(CSX1036) PARM('')`.

---

CWDirect	Rel 6.0	<b>DMT Source Code Interface Summary</b>	KBOTTGER	CSX1037	6/18/02 11:48:55	Page	1
Company	555 KAB Co.						
	Entity	Description	Quantity				
	0		2				
	100	STATIONARY COMPANY	2				
	202	2002 ENTITY	1				
	302	JAPANESE ENTITY MAR 2002	3				
	555	ENTITY 555	30				
	666	ENTITY 666	1				
	777	ENTITY 777	1				
		Total for company 555 :	40				
		Total for transmission	40				

---

### Contents:

- **Company:** The number of records in the DMT Source Download file for the specified company.
- **Entity:** The code for the entity defined for the source code in the DMT Source Download file for the specified company.
- **Description:** The description of the entity defined for the source code in the DMT Source Download file for the specified company.
- **Quantity:** The number of records in the DMT Source Download file for the specified company and entity.
- **Total for company:** The number of records in the DMT Source Download file for the specified company and across entities.
- **Total for transmission:** The number of records in the DMT Source Download file across companies.

## Order Billing History Consolidation Report

**Purpose:** Use this report to review the criteria you selected at the Consolidate Order Billing History screen and the total number of records consolidate.

**How to print:** The system generates this report when you select **Submit** at the Consolidate Order Billing History screen (**MOBH**) to submit the Consolidate Order Billing History batch job, and then release the job from hold..

---

CWDirect Rel 3.5   **Order Billing History Consolidation** EKAPLAN   CSR1015 5/10/99 10:16:10 Page 1  
 EZK Mail Order

```

Consolidate transactions up to : 6/01/98
Consolidate by Customer . . . : Y
    Ship To . . . . . : Y
    Item . . . . . : Y
    SKU . . . . . : N
    Ship Via . . . . . : N
    Source . . . . . : N
    Offer . . . . . : Y
    Salesman . . . . . : N
    Item Class . . . . . : Y
    Long SKU Dept . . . . . : N
    Long SKU Class . . . . . : N
    Order # . . . . . : N
    Trans Code . . . . . : Y
    Placer . . . . . : N
    Originator . . . . . : N
    Entity . . . . . : Y
# Detail records consolidated/purged . . . : 9,745
# New consolidated records . . . . . : 3,376
    
```

---

### Contents:

- your selection criteria from the Consolidate Order Billing History screen
- the total number of order billing history records that were consolidated and purged
- the resulting number of new consolidated records

## Print Reset Audit Log

**How to print:** Complete the Reset Pick Control screen (MRPC).

---

CWDirect	Rel 4.0	Print Reset Audit Log	EKAPLAN	FLR0754	4/28/00	9:41:19	Page	1
		EZK Mail Order						
PRINTED								
Order #	11 -	1						
	Line	Item	SKU	File	Whs	Original Quantity	Current Quantity	
	1	5678	WHITE 17	RESERVED ORDER LINE	1	4	4	
Order #	12 -	1						
	Line	Item	SKU	File	Whs	Original Quantity	Current Quantity	
	1	5678	WHITE 17	RESERVED ORDER LINE	1	8	8	
	1	5678	WHITE 17	RESERVED ORDER LINE	1	3	3	
Order #	529 -	1						
	Line	Item	SKU	File	Whs	Original Quantity	Current Quantity	
	0			RESERVED ORDER LINE	2	5	5	
Order #	787 -	1						
	Line	Item	SKU	File	Whs	Original Quantity	Current Quantity	

---

### Contents:

- Order and ship-to number of the printed order line
- Order line number
- Item and SKU
- File where the printed quantity was reset
- warehouse code
- original printed quantity in the file
- current quantity after the reset

## Reset Audit Log for Item Warehouse

**How to print:** Complete the Reset Item/Warehouse B/O Quantity Screen (**MRBO**).

---

CWDirect Rel 4.0      Reset Audit Log for Item Warehouse      EKAPLAN      FLR0909      4/21/00 12:54:34 Page      1

EZK Mail Order

Warehouse	Item	SKU	Orig Qty Reserved	Curr Qty Reserved	Orig Qty S/H Rsvd	Curr Qty S/H Rsvd	Orig Qty Tran Rsvd	Curr Qty Tran Rsvd	Orig Qty B/O	Curr Qty B/O
Warehouse 1										
	AU2345		0	0	0	0	0	0	10	8
	DRO9999		0	0	0	0	0	0	0	21
Warehouse 2		MAIN WAREHOUSE								
		SKU								
	BAN8888		0	42	0	0	0	0	3	0
	BIS23423		0	0	0	0	0	0	5	4
	KIW33343		0	21	0	0	0	0	101	100
	SMI23234		0	0	0	0	0	0	0	1

---

### Contents:

- warehouse where the backorder quantity was reset
- item and SKU
- original quantity before the reset, and current quantity after the reset, for:
  - reserved units
  - special handling reserved units
  - transfer units reserved (for pending inventory transactions)
  - backordered units

## Reset Audit Log for SKU

**Purpose:** This report lists each SKU whose *SKU open quantity*, *On hold quantity*, or *Quantity order direct ship* was reset through the Reset SKU Open Order Quantity option (**MRSO**).

**How to print:** Complete the Reset SKU Open Order Quantity screen.

Item	SKU	Orig Qty SKU Open	Curr Qty SKU Open	Orig Qty SKU Held	Curr Qty SKU Held	Orig Qty SKU D/S	Curr Qty SKU D/S
NO1234		7	7	0	3	0	0
SM5555		65	65	61	65	0	0
AC2323		5	4	1	1	0	0
AL2083		59	50	30	0	0	0
AL7963	MEDM	1-	0	1	0	0	0
AL7963	SMLL	1-	0	1	0	0	0
AN5392	PINK LRGE	6	8	5	8	0	0
AN5392	PINK SMLL	6	7	4	5	0	0
AN5392	WHIT LRGE	1	5	1	5	0	0
AN8935		18	15	1	11	3-	0
AN1652		21	23	0	21	0	0
AP1009		197	222	16	138	0	0

### Contents:

- Item and SKU
- Original *SKU quantity open* before running the reset
- Current *SKU quantity open* after running the reset
- Original *On hold quantity* before running the reset
- Current *On hold quantity* after running the reset
- Original *Quantity order direct ship* before running the reset
- Current *Quantity order direct ship* after running the reset

## Credit Card Authorization Listing

**How to print:** The system prints this report when credit card orders are authorized during pick slip generation, or when you reprocess the authorizations at the Reprocess Authorizations screen (**RPAA**). Two versions are produced: one lists authorized orders, and one lists declines. The system also generates this report as part of drop ship processing.

**Note:** You can print a similar report using the Printing the Online Credit Card Authorization List (**PATL**) menu option.

---

CWDirect	Rel 6.0	Credit Card Authorization Listing	KBOTTGER	AAR0063	8/13/02 12:25:39	Page 1									
			KAB Co.												
Declines															
Authorization Service: PAYMENTECH			Billing batch # 1943												
Order #	Via Status	Cust #	Credit Card #	Exp	Rsp1	Rsp2	Auth #	Ath Date	P/T	AVS	Resp	\$ Amount	Name	Alt Curr	Cde
6215	1 DECLINED	42	4788****0012****	09/02	238	S		8/13/02				114.80	MATT MCSTAY	15344.00	JPY
													1829 SOUTH ST		
													47		
													BLAIR NE 68008		
													# of transactions: 1		

---

### Contents:

- **Authorization service:** the name of the credit card authorization service.
- **Billing batch number:** the billing batch number associated with the authorization transactions. This field is not included when you generate this report as part of drop ship processing.
- **Order number:** the order number containing the credit card requesting authorization.
- **Ship via:** the ship via defined on the order header.
- **Status:** the status of the credit card authorization request.
- **Customer number:** the bill to customer defined for the credit card; if a bill to customer is not defined, the sold to customer prints.
- **Credit card number:** the credit card number requesting authorization. If you do not have authority to the *Display Full Credit Card Number (B14)* secured feature, the credit card number prints in the format specified at the Credit Card Number Layout screen (**WPAY**) for the associated pay type. For example, 4788\*\*\*\*\*1443\*\*\*\* may print instead of the entire credit card number. If you use credit card tokenization, this number may be a token rather than the actual credit card number.

## CWDirect 18.0

- **Credit card expiration date:** the date the credit card expires.
- **Authorization response:** the authorization response from the authorization service.
- **Card security response:** the card security response from the authorization service.
- **Authorization number:** the authorization number from the authorization service.
- **Authorization date:** the date the credit card received a response from the authorization service.
- **P/T:** paytype code.
- **AVS response:** the address verification response from the authorization service. **Note:** The system does not print the AVS response if you generated the report using the Printing the Online Credit Card Authorization List (**PATL**) menu option.
- **Authorization amount:** the amount to authorize for the credit card in the local currency (the currency defined in the *Local Currency Code (A55)* system control value).
- **Name:** the name and address of bill to customer; if a bill to customer is not defined, the sold to customer name and address prints.
- **Alternate currency amount:** the amount to authorize for the credit card in the alternate currency. This field prints only if the *Use Alternate Currency Pricing (H89)* system control value is **selected**. CWDirect uses this calculation to determine the alternate currency amount:  $\text{authorization amount} \times \text{conversion rate defined for the order in the Order Header Extended file} = \text{alternate currency amount}$ . If the *Decimalized currency* field for the alternate currency is **selected**, CWDirect includes the decimals in the alternate currency amount; if the *Decimalized currency* field is **unselected**, CWDirect rounds the alternate currency amount to the nearest whole unit of currency. For example, if the authorization amount is 24.00 in the local currency and the conversion rate is 2.36, the alternate currency amount is 56.64. If the *Decimalized currency* field for the alternate currency is **unselected** the alternate currency amount is 57.00. This field remains blank if the authorization is for an order in the local currency.
- **Currency code:** the currency associated with the credit card authorization. This field prints only if the *Use Alternate Currency Pricing (H89)* system control value is **selected**. This is the currency code defined for the order in the Order Header Extended file. This field remains blank if the authorization is for the local currency (the currency code and conversion rate for the order are blank).
- **Number of transactions:** the number of credit card transactions requesting authorization.
- **Total amount:** the total amount for the credit card transactions requesting authorization in the local currency.

## Address Verification Response List

**How to print:** This report prints when you receive the Authorization file. Refer to this report when you contact the customer to correct the address problem. The system also generates this report as part of drop ship processing.

---

CWDirect	Rel 6.0	<b>Address Verification Response List</b>	KBOTTGER	AAR0072	4/18/02	9:02:19	Page	1
		KAB Co.						
Authorization Service:	PMT		Billing batch #	1800				
Order #	Tran Date	Customer	Auth #	Auth Amount	AVS Response			
5764	4/18/02	ROBERT LETENDRE	100	190.54	ZIP=MATCH, PLUS-4=MATCH, LOCALE=MATCH			
		Cust# 51						
		Card# 4788****0012****	09 / 02	Alt Currency	25468.00	Code	JPY	

---

### Contents:

- **Authorization service:** the service bureau that performed address verification.
- **Billing batch number:** the billing batch number associated with the credit card authorizations. This field is not included when you generate this report as part of drop ship processing.
- **Order number:** the order number containing the credit card requesting authorization.
- **Transmission date:** the date the credit card received a response from the authorization service.
- **Customer:** the name and address of the bill to customer; if a bill to customer is not defined, the sold to customer name and address prints.
- **Authorization number:** the authorization number from the authorization service.
- **Authorization amount:** the amount to authorize for the credit card in the local currency (the currency defined in the *Local Currency Code (A55)* system control value).
- **AVS response:** the address verification response from the authorization service.
- **Customer number:** the bill to customer number; if a bill to customer is not defined, the sold to customer number prints.

## CWDirect 18.0

- **Credit card number:** the credit card number requesting authorization. If you do not have authority to the *Display Full Credit Card Number (B14)* secured feature, the credit card number prints in the format specified at the Credit Card Number Layout screen (**WPAY**) for the associated pay type. For example, 4788\*\*\*\*\*1443\*\*\*\* may print instead of the entire credit card number.
- **Credit card expiration date:** the date the credit card expires.
- **Alternate currency amount:** the amount to authorize for the credit card in the alternate currency. This field prints only if the *Use Alternate Currency Pricing (H89)* system control value is **selected**. CWDirect uses this calculation to determine the alternate currency amount: authorization amount x conversion rate defined for the order in the Order Header Extended file = alternate currency amount. If the *Decimalized currency* field for the alternate currency is **selected**, CWDirect includes the decimals in the alternate currency amount; if the *Decimalized currency* field is **unselected**, CWDirect rounds the alternate currency amount to the nearest whole unit of currency. For example, if the authorization amount is 24.00 in the local currency and the conversion rate is 2.36, the alternate currency amount is 56.64. If the *Decimalized currency* field for the alternate currency is **unselected**, the alternate currency amount is 57.00. This field remains blank if the authorization is for an order in the local currency.
- **Currency code:** the currency associated with the credit card authorization. This field prints only if the *Use Alternate Currency Pricing (H89)* system control value is **selected**. This is the currency code defined for the order in the Order Header Extended file. This field remains blank if the authorization is for the local currency (the currency code and conversion rate for the order are blank).

## Declined Drop Ships

**Purpose:** Use this report to review orders that contain a credit card payment method that received a declined authorization. Each order contains one or more drop ship items (the *Drop ship* field for the item is **selected**).

**How to print:** This report prints when you perform drop ship processing (**MDSP**) or select to receive and process authorizations at the Reprocess Authorizations screen (**RPAA**).

---

CWDirect	Rel 5.0	Declined Drop Ships	KBOTTGER	AAR0065	8/09/01 15:10:40	Page	1
Order #	4635						
Order #	4687						
Order #	4688						

---

**Contents:** Order number

## Pick/Authorization Listing

**Purpose:** Use this report to review the authorization status of pick slips for a particular billing batch number.

**How to print:** The report prints when credit card orders are authorized during pick slip generation, or when you reprocess the authorizations at the Reprocess Authorizations screen (**RPAA**). The system also generates this report as part of drop ship processing (**MDSP**).

---

CWDirect Rel 5.0	Pick/Authorization Listing	KBOTTGER	AAR0008	8/09/01 14:29:52	Page	1
	KAB Co.					
Billing batch # . . . . .	1319					
Picks ready to print . . . . .	3					
Picks awaiting authorization:	3					
Picks with decline auth . . . . .	0					
Total picks . . . . .	6					

---

### Contents:

- Billing batch number. This field is not included when you generate this report as part of drop ship processing.
- Picks ready to print
- Picks awaiting authorization
- Picks with decline authorization
- Total picks

## Online Credit Card Authorization Listing

**Purpose:** Use this report to review whether credit cards have been authorized, declined, not yet sent for authorization, or sent for authorization for a specific date range.

This report sorts in:

- pay type/authorization date/status order if you entered **1** in the *Report sorts* field when generating the report.
- status/pay type/credit card number order if you entered **2** in the *Report sorts* field when generating the report.

**How to print:** Select **Accept** at the Authorization Listing screen in the Printing the Online Credit Authorization List (**PATL**) menu option, or perform batch authorization using the Performing Batch Authorization (**SATH**) menu option.

**Note:** A similar report prints when you receive authorizations during pick slip generation. See [Credit Card Authorization Listing](#).

Order #	Billed	Status	Cust #	Credit Card #	Exp Dat	CC Response	Auth #	Auth Date	AVS Resp	\$ Amount	Name
4442	N	A	10	478825000012****	9/02	100	100	2/23/01		10.50	BERNADETTE T MIRANDA 11 SANFORD STREET MEDWAY, MA 02053 USA
4317	N	A	158	49483737	9/02	00	123456	2/22/01		137.55	ANN KENNEDY 1305 MEMORIAL AVENUE WEST SPFLD, MA 01089 USA
4448	N	D	10	444433332222****	9/02	201				10.50	TROY W BOTTGER 10 SPEEN STREET FRAMINGHAM, MA 01789 USA
4263	N	D	158	384746		02				130.00	LINDA WARREN 24 PRIME PARK WAY NATICK, MA 01760 USA
4367	N	S	26	478825000012****	6/02					921.90	GINGER MCSTAY 217 TAMARACK DRIVE SPRINGFIELD, MA 01129 USA
4371	N	S	26	478825000012****	6/02					15.00	BERNADETTE T MIRANDA 11 SANFORD STREET MEDWAY, MA 02053 USA

**Contents:**

- **Order number:** the order number associated with the credit card authorization.
- **Billed flag:** indicates if the order has been confirmed and processed through the Billing Async.
- **Authorization status:** the status of the credit card authorization. Valid statuses are:
  - blank = not yet sent to the authorization service for authorization
  - **A** = authorized
  - **D** = declined
  - **O** = authorized, but not used
  - **S** = sent to the authorization service for authorization
- **Customer number:** the number for the customer associated with the credit card. This is the bill to customer is one exists; otherwise this is the sold to customer.
- **Credit card number:** the credit card number requesting authorization. If you do not have authority to the *Display Full Credit Card Number (B14)* secured feature, the credit card number prints in the format specified at the Credit Card Number Layout screen (**WPAY**) for the associated pay type. For example, 4788\*\*\*\*\*1443\*\*\*\* may print instead of the entire credit card number. If you use credit card tokenization, this number may be a token rather than the actual credit card number.
- **Expiration date:** the date this credit card is no longer valid.
- **Credit card response:** the response received from the authorization service. The vendor response indicates whether the credit card has been approved or declined. You can set up vendor responses at the screen.
- **Authorization number:** the number used to authorize the credit card.
- **Authorization date:** the date the credit card was authorized.
- **AVS response:** the AVS response received from the authorization service, if any. The AVS response indicates whether the credit card billing address is legitimate or invalid. You can set up AVS responses at the screen.
- **Dollar amount:** the dollar amount authorized against the credit card.

*CWDirect 18.0*

- **Name:** The billing name and address for the credit card. This is the bill to customer name and address in one exists; otherwise this is the sold to customer name and address.

## Print Purged Coupons Report

**How to print:** When you purge coupon records at the Purge Coupons screen (**MPCP**), the system prints this report.

---

CWDIRECT	CWDirect	Rel 1.3	Print Purged Coupons	KAREN_L	CSR0625	6/18/96	14:38:58	Page 1
	Date	Date					Issued	Redeemed
Certif#	Issued	Redeemed	Customer#	Sold To			Order#	Order#
162	6/18/96	6/18/96	0				0	698
163	6/18/96	6/21/96	0				0	699
164	6/18/96	6/21/96	0				0	701
165	6/18/96	6/24/96	0				0	702
166	6/18/96	6/28/96	0				0	703
167	6/18/96	6/29/96	0				0	704
168	6/18/96	6/33/96	0				0	705
169	6/18/96	6/48/96	0				0	706
Final totals								

---

### Contents:

- the certificate number
- the date the coupon was issued
- the date the coupon was redeemed
- the customer sold to number
- the issued order number
- the redeemed order number

## Purged Order List

**How to print:** The system produces this report when you use the Purging Orders (**MPOR, FORP, VORP, DORP**) option. If you archive orders to optical disk, each order selected for archiving appears on this report. If you do not archive orders to optical disk, each order purged from the system appears on the list.

---

CWDIRECT CWDirect Rel 1.3 Purged Order List ELISE\_K OER0721 8/07/96 11:23:15 Page 1

Purge date: 8/07/96 Mail Order

Purge days: 200

Order#	Recip	Order Dt	Customer#	Name	Batch#	Ord	
						Type	Source
2001	1	8/28/95	329	MURPHY, FRED	0	P	WINTER2
2048	1	9/18/95	302	BEEKUMS INT'L ATTN: KAPLAN, ROSE A	0	P	WINTERU
2198	1	11/29/95	291	BROWN, SARAH RAE E	0	P	WINTER1
2221	1	12/07/95	291	BROWN, SARAH RAE E	0	P	WINTER1
2223	1	12/12/95	322	JONES, ALICE	0	M	WINTER1
2224	1	12/12/95	312	THOMAS, DONALD	0	M	WINTER1
2229	1	12/12/95	191	CALCATERRA, SALVATORE	0	M	WINTER2
2231	1	12/12/95	394	KEATING, MICHAEL	0	P	WINTER3
2232	1	12/12/95	404	TEAGUE, MARJORIE N	0	M	WINTER3
2233	1	12/12/95	281	NESBAUER, ADAM	0	M	WINTER3
2234	1	12/12/95	302	BEEKUMS INT'L ATTN: KAPLAN, ROSE A	0	P	WINTER4
2235	1	12/12/95	311	MACK, MARY MOE	0	P	WINTER1
2237	1	12/12/95	294	BROWN, HANNAH E	0	P	WINTER3
2242	1	12/26/95	288	NESBIT, OTIS	0	M	SPRING1
2243	1	12/26/95	291	BROWN, SARAH RAE E	0	P	SPRING2
2244	1	12/27/95	294	BROWN, HANNAH E	0	P	SPRING1
2245	1	12/27/95	427	MARX, MILTON	0	M	SPRING2
2246	1	12/27/95	293	VAN VOORHIS, PETER W	0	P	SPRING3
2247	1	12/27/95	291	BROWN, SARAH RAE E	0	P	SPRING1
2249	1	12/29/95	293	VAN VOORHIS, PETER W	0	P	SPRING2
2254	1	1/16/96	294	BROWN, HANNAH E	0	P	SPRING2
2262	1	1/18/96	291	BROWN, SARAH RAE E	0	P	SPRING2
2263	1	1/18/96	106	BOUVIER, MARGARET	0	M	SPRING1

Orders purged . . . : 23

---

### Contents:

- the *Purge date* entered on the Purge Orders screen
- the *Order Purge Days (C62)* defined in the System Control file

*CWDirect 18.0*

- at the bottom of the report, the total number of orders purged

For each order:

- the order number
- the number of recipients
- the original order date
- the sold-to customer number
- the sold-to customer name or company name
- the batch number, if you used Batch Order Entry
- the order type (i.e., mail, phone, fax, phone interface, etc.)
- the source code

## Rejected Batch Listing

**How to print:** The system creates this report when you use the Purging Suspended Orders (**PSOR**) option or when you reject an order batch

---

```
CWDirect Rel 2.5   Rejected Batch Listing   ELISE_K   OER0637   1/04/97   9:02:25   Page   1
Batch #   9174
  Order # Recip Ord Date Ent Date Entered By Typ Source Sold To # Name Order Total
    287    1   5/10/94  5/10/94  JEANNE_N    P  JMNSRC      57  PELLOWS, SAM      640.00
Final totals
```

---

### Contents:

- order number
- recipient (ship-to number)
- order date
- entered date
- user ID of person who entered order
- order type
- source code
- sold-to customer number
- sold-to customer name
- order dollar total

## Purged SKU List

**How to print:** This report prints when you select **Submit** to process the SKU purge using Purging SKUs (**MPSK**). The report displays all item/SKUs that can be purged based on the selection criteria you entered on the SKU Purge screen.

If you **selected** the *Print only do not update* field, the system prints this report and does not purge the item/SKUs that are available to purge. If you **unselected** this field, the system prints this report and purges all item/SKUs that are available to purge.

---

CWDirect Rel 3.0 Purged SKU List KLETENDRE INR1131 3/04/98 10:14:17 Page 1  
The KL Mail Order Company

Update Run: N

Purge days: 30

Status: U PURGE

PRGE7

		CONVENTIONAL TOASTER OVEN	
SHOES54	BLCK LRGE	ITALIAN LEATHER SHOES	BLACK LARGE
SHOES53	BLCK MEDM	ITALIAN LEATHER SHOES	BLACK MEDIUM
SHOES64	BRN LRGE	ITALIAN LEATHER SHOES	BROWN LARGE
SHOES63	BRN MEDM	ITALIAN LEATHER SHOES	BROWN MEDIUM
SHOES62	BRN SMLL	ITALIAN LEATHER SHOES	BROWN SMALL
SW10000	YELW LRGE	LADY'S MOHAIR SWEATER	YELLOW LARGE
TR10000	BLCK 6	LADY'S LINED WOOL TROUSERS	BLACK SIZE 6
TR10000	BLUE 10	LADY'S LINED WOOL TROUSERS	SKY BLUE SIZE 10
TR10000	BLUE 6	LADY'S LINED WOOL TROUSERS	SKY BLUE SIZE 6
TR10000	BLUE 8	LADY'S LINED WOOL TROUSERS	SKY BLUE SIZE 8
VASE	BLCK	GLASS FLOWER VASE	BLACK
VASE	BRN	GLASS FLOWER VASE	BROWN
VASE	CLR	GLASS FLOWER VASE	CLEAR

Total purged for status: 14

---

### Contents:

- Update run (indicates whether the item/SKUs have been purged. **Selected** = all item/SKUs that print on this report have been purged; **Unselected** = all item/SKUs that print on this report have not been purged)
- Purge days (the number of days to retain SKUs that are not contained on any existing order. This number defaults from the *SKU Purge Days (F11)* system control value)
- Status (item status)

*CWDirect 18.0*

- Item
- SKU
- Item description
- SKU description

## Purchase Order Purge Listing

**How to print:** Complete the Purchase Order Purge Selection screen (**MPOP**).

CWDirect Rel 10.0 Purchase Order Purge Listing EKAPLAN POR0171 9/08/06 9:40:44 Page 1  
 Sarah`s Fun Shop

Selection Criteria: Purge cancelled: N Purge completed: Y Summary/detail: D

P/O #	Reference #	Vendor #	Reference #	Placed with name	Buyer	Nbr	Whs	Sts	Entered By			
198		10001			HEB	1	10	X	EKAPLAN			
Entry...	11/23/98	Confirming P/O	: N	Customer #		0			GL Account # : 11500			
Promise :		Recurring P/O	: N	Order #		0			Tax status ..			
Due.....	12/01/98			Offer #		002			Terms code ...: 30			
Print...		Currency code	: USD	Shipping instructions:								
Receipt :	11/23/98	Currency rate	: 1.0000000	Ship to #		0						
Revised :	11/23/98	Discount %	: .00	Ship via		1						
Cancel...		Negotiate price:	N									
Ln#	Item	SKU	Order Qty	Rec Qty	In Transit Qty	Unit UOM	Cost	Unit Disc Amount	Discount Override	Inventory Item	Whs	Sts
1	KIBBLE		100	100	0	EA	2.0000	.0000	N	Y	10	X
Due ...:	12/01/98	Promise ...:		Cancel ...:								
Vendor's details:	Vendor:	10001	Item:	Order qty:		0	UOM:					
Receipt	Receipt	Currency		Vendor	Date	Currency at	Cost at		Customs			
Control Date	Time	Rate	Cost	UOM Qty	UOM qty Paid	Payable	Payables		Date			
81	11/23/98	7:27:49	1.0000000	2.0000 EA	100	100	.0000000	2.0000				
Suspense flag: N Multiple locations: N Receipt disposition:												
2	MOUSECHOW	5 POUNDS	100	100	0	EA	2.0000	.0000	N	Y	10	X
Due ...:	12/01/98	Promise ...:		Cancel ...:								
Vendor's details:	Vendor:	10001	Item:	Order qty:		0	UOM:					
Receipt	Receipt	Currency		Vendor	Date	Currency at	Cost at		Customs			
Control Date	Time	Rate	Cost	UOM Qty	UOM qty Paid	Payable	Payables		Date			
81	11/23/98	7:27:49	1.0000000	2.0000 EA	100	100	.0000000	2.0000				
Suspense flag: N Multiple locations: N Receipt disposition:												

**Note:** Information on the purchase order detail lines is included on the report only if you select **Detail** at the Purchase Order Purge Selection screen.

## Order Billing History Purge Report

**How to print:** Complete the Purge Order Billing History screen (**POBH**).

---

CWDirect	Rel 10.5	Order Billing History Purge	EKAPLAN	CSR1023	9/08/06 11:12:19	Page	1
		EZK Mail Order					
Purge transactions prior or equal to . . . :		1/01/06					
# of non-consolidated records purged . . . :		24,410					
# of consolidated records purged . . . :							

---

### Contents:

- cutoff date for purging selected at the Purge Order Billing History screen
- total number of non-consolidated Order Billing History records purged
- total number of consolidated Order Billing History records purged

## Deposit Proof Listing By Pay Type

**How to print:** The system produces this report when the system receives confirmations of deposits from the deposit service. This report lists each deposit that was included in the transmission to the deposit service, although not necessarily confirmed. This is the version of the report that prints if you are not using the separate Prestige process for deposits.

---

CWDirect Rel 6.0	<b>Deposit Proof Listing by Pay Type</b>	KBOTTGER AAR0141 4/18/02 9:55:10	Page 1								
	KAB Co.										
Auth Service: PMT PAYMENTECH											
Billing Method Regular											
Tran Date : 4/18/02											
Pay type . : 4 VISA PAYMENTECH											
Order #	Inv #	Trans	Pay Type	Credit Card #	Exp	Dt	Auth#	Auth Date	Deposit Amount	Alt Currency	Code
5737	1516	*RETURN	4 VISA PAYMENTECH	*****1443	09	/ 02			100.33-	13,410.00-	JPY
5738	1518	*RETURN	4 VISA PAYMENTECH	*****1443	09	/ 02			13.74-	1,836.00-	JPY
5760	1535	*RETURN	4 VISA PAYMENTECH	*****1443	09	/ 02			95.55-	12,771.00-	JPY
5761	1536	*RETURN	4 VISA PAYMENTECH	*****1443	09	/ 02			79.99-	10,691.00-	JPY
Total for . . . : *RETURN				289.61-							
5737	1515	*PURCH	4 VISA PAYMENTECH	*****1443	09	/ 02	tntC09	4/15/02	114.33	15,281.00	JPY
5738	1517	*PURCH	4 VISA PAYMENTECH	*****1443	09	/ 02	tntC09	4/15/02	19.74	2,638.00	JPY
5760	1533	*PURCH	4 VISA PAYMENTECH	*****1443	09	/ 02	tntC09	4/17/02	109.55	14,642.00	JPY
5761	1534	*PURCH	4 VISA PAYMENTECH	*****1443	09	/ 02	tntC09	4/17/02	91.99	12,295.00	JPY
5762	1537	*PURCH	4 VISA PAYMENTECH	*****1443	09	/ 02	tntC09	4/17/02	112.05	14,977.00	JPY
5764	1538	*PURCH	4 VISA PAYMENTECH	*****1443	09	/ 02	100	4/18/02	190.54	25,468.00	JPY
Total for . . . : *PURCH				638.20							
Total for Pay type: 4 VISA PAYMENTECH				348.59							
Total For . . . . : Regular				348.59							
Total for Auth Srv: PMT PAYMENTECH				348.59							
Grand Total . . . . .				348.59							

---

### Contents:

- **Authorization service:** the code and description of the deposit service to settle the deposits, as defined in the Pay Type file.
- **Currency code:** currency code and description (this information appears only if you use *Multi Currency by Offer (E03)*).
- **Billing method:** regular, deferred, or installment.
- **Transaction date:** date of the deposit transaction.
- **Pay type:** pay type code and description.

## CWDirect 18.0

For each deposit:

- **order number:** order number associated with the deposit.
- **invoice number:** invoice number associated with the deposit.
- **transaction:** type of transaction (\*PURCH = purchase; \*RETURN = return).
- **pay type:** credit card pay type code and description.
- **Credit card number:** the credit card number for the deposit. If you do not have authority to the *Display Full Credit Card Number (B14)* secured feature, the credit card number prints in the format specified at the Credit Card Number Layout screen (**WPAY**) for the associated pay type. For example, 4788\*\*\*\*\*1443\*\*\*\* may print instead of the entire credit card number. If you use credit card tokenization, this number may be a token rather than the actual credit card number.
- **expiration date:** credit card expiration date.
- **authorization number:** credit card authorization number from pick slip generation, or the number entered in order entry or order maintenance for a manual authorization.
- **authorization date:** credit card authorization date.
- **deposit amount:** transaction amount (positive amounts represent deposits; negative amounts represent credit card credits) in the local currency (the currency defined in the *Local Currency Code (A55)* system control value).
- **alternate currency amount:** the transaction amount (deposit or credit card credit) in the alternate currency. This field prints only if the *Use Alternate Currency Pricing (H89)* system control value is **selected**. The system uses this calculation to determine the alternate currency amount:  $\text{transaction amount} \times \text{conversion rate defined for the order in the Order Header Extended file} = \text{alternate currency amount}$ . If the *Decimalized currency* field for the alternate currency is **selected**, the system includes the decimals in the alternate currency amount; if the *Decimalized currency* field is **unselected**, the system rounds the alternate currency amount to the nearest whole unit of currency. For example, if the authorization amount is 24.00 in the local currency and the conversion rate is 2.36, the alternate currency amount is 56.64. If the *Decimalized currency* field for the alternate currency is **unselected** the alternate currency amount is 57.00. This field remains blank if the transaction is for an order in the local currency.
- **currency code:** the currency associated with the credit card transaction. This field prints only if the *Use Alternate Currency Pricing (H89)* system control value is **selected**. This is the currency code defined for the order in the Order Header Extended file. This field remains blank if the transaction is for the local currency (the currency code and conversion rate for the order are blank).
- **Total credits:** total credits for this pay type, authorization service, billing method, and deposit date.

*CWDirect 18.0*

- **Total purchases:** total purchases for this pay type, authorization service, billing method, and deposit date.
- **Total for pay type:** total deposit amount (net of deposits minus credits) for this pay type.
- **Total for payment plan:** total deposit amount (net of deposits minus credits) for this payment plan.
- **Total for authorization service:** total deposit amount (net of deposits minus credits) for the authorization service.
- **Grand total:** grand total deposit amount (net of deposits minus credits) for all authorization services.

## Deposit Proof Listing

**How to print:** This report prints only when you use the separate (Prestige) process for foreign currency. Unlike the [Deposit Proof Listing By Pay Type](#), this report does not include any information related to pay plans, because you cannot process pay plan deposits with the Prestige deposit process. This report also sorts and page breaks differently from the [Deposit Proof Listing By Pay Type](#).

---

CWDirect Rel 3.0	Deposit Proof Listing	EKAPLAN	AAR0135	8/26/98	16:04:48	Page	1				
Auth Service: PRE											
Order #	Inv #	Trans	Pay Type	Credit Card #	Exp Dt	Auth#	Auth Date	Deposit Amt	For Curr	Currency	Curr Code
4784	3296	*PURCH	82 PAYTYPE 82	*****4234	01 / 99	123456	98/08/26	51.94	.00	.0000000	USA
4785	3297	*PURCH	82 PAYTYPE 82	*****SFASFD	06 / 99	098765	98/08/26	108.90	.00	.0000000	USA
4786	3298	*PURCH	82 PAYTYPE 82	*****09870987	12 / 99	234567	98/08/26	16.68	16.68	1.0000000	USA
Auth Service Code: PRE								Total	. . . :	177.52	16.68

---

### Contents:

- the code and description of the deposit service (*Auth Service*) to settle the deposits, as defined in the Pay Type file
- for each deposit:
  - order number
  - invoice number
  - type of transaction (\*PURCH = purchase; \*RETURN = return)
  - credit card pay type code and description
  - credit card number. If you do not have authority to the *Display Full Credit Card Number (B14)* secured feature, the credit card number prints in the format specified at the Credit Card Number Layout screen (**WPAY**) for the associated pay type. For example, 4788\*\*\*\*\*1443\*\*\*\* may print instead of the entire credit card number. If you use credit card tokenization, this number may be a token rather than the actual credit card number.
  - credit card expiration date
  - credit card authorization number from pick slip generation, or the number entered in order entry or order maintenance for a manual authorization
  - credit card authorization date (YY/MM/DD format)
  - transaction amount (positive amounts represent deposits; negative amounts represent credit card credits)
  - the amount of the transaction in the foreign currency

*CWDirect 18.0*

- the currency conversion rate used
- currency code
- totals (net of deposits minus credits) for the authorization service in both currencies

## Unconfirmed Deposits Listing

**How to print:** The system produces this report when the system receives confirmations of deposits from the deposit service. For each deposit service, the report lists each deposit included in the transmission but not confirmed or authorized by the service.

**Note:**

- This report includes only those deposits unconfirmed from the current **AUTO\_DEP** job. You can review and work with all accumulated unconfirmed deposits through Resubmitting Rejected Deposits (**SRDP**)
- Foreign currency transactions that use the separate process will not produce this report, since these transactions are not confirmed interactively through Processing Auto Deposits (**SDEP**).

---

CWDirect Rel 6.0	<b>Unconfirmed Deposits</b>	KBOTTGER AAR0090 4/18/02 9:55:11 Page 1												
	KAB Co.													
Auth Service: PMT PAYMENTECH														
Regular														
Order #	Inv #	Trans	Pay Type	Credit Card #	Exp	Dt	Auth#	Auth Date	Deposit	Amount	Resp	Alt	Currency	Code
5737	1515	*PURCH	4 VISA	PAYMENTECH *****1443	09	/ 02	tntC09	102/04/15		114.33			15,281.00	JPY
5737	1516	*RETURN	4 VISA	PAYMENTECH *****1443	09	/ 02				100.33-			13,410.00-	JPY
5738	1517	*PURCH	4 VISA	PAYMENTECH *****1443	09	/ 02	tntC09	102/04/15		19.74			2,638.00	JPY
5738	1518	*RETURN	4 VISA	PAYMENTECH *****1443	09	/ 02				13.74-			1,836.00-	JPY
5760	1533	*PURCH	4 VISA	PAYMENTECH *****1443	09	/ 02	tntC09	102/04/17		109.55			14,642.00	JPY
5760	1535	*RETURN	4 VISA	PAYMENTECH *****1443	09	/ 02				95.55-			12,771.00-	JPY
5761	1534	*PURCH	4 VISA	PAYMENTECH *****1443	09	/ 02	tntC09	102/04/17		91.99			12,295.00	JPY
5761	1536	*RETURN	4 VISA	PAYMENTECH *****1443	09	/ 02				79.99-			10,691.00-	JPY
5762	1537	*PURCH	4 VISA	PAYMENTECH *****1443	09	/ 02	tntC09	102/04/17		112.05			14,977.00	JPY
Total Regular				158.05										
Total		158.05												

---

**Contents:**

- **Authorization service:** the deposit service to settle the deposits, as defined in the Pay Type file.
- **Billing method:** regular, deferred, or installment payment plan.

For each deposit:

## CWDirect 18.0

- **order number:** order number associated with the deposit.
- **invoice number:** invoice number associated with the deposit.
- **transaction type:** \*PURCH = purchase; \*RETURN = return.
- **pay type:** pay type code and description.
- **credit card number:** the credit card number for the deposit. If you do not have authority to the *Display Full Credit Card Number (B14)* secured feature, the credit card number prints in the format specified at the Credit Card Number Layout screen (**WPAY**) for the associated pay type. For example, 4788\*\*\*\*\*1443\*\*\*\* may print instead of the entire credit card number. If you use credit card tokenization, this number may be a token rather than the actual credit card number.
- **expiration date:** credit card expiration date.
- **authorization number:** credit card authorization number from pick slip generation, or the number entered in order entry or order maintenance for a manual authorization.
- **authorization date:** authorization date (YY/MM/DD format).
- **deposit amount:** transaction amount (positive amounts represent deposits; negative amounts represent credit card credits) in the local currency (the currency defined in the *Local Currency Code (A55)* system control value).
- **response:** response code from the deposit service.
- **alternate currency:** the transaction amount (deposit or credit card credit) in the alternate currency. This field prints only if the *Use Alternate Currency Pricing (H89)* system control value is **selected**. The system uses this calculation to determine the alternate currency amount:  $\text{transaction amount} \times \text{conversion rate defined for the order in the Order Header Extended file} = \text{alternate currency amount}$ . If the *Decimalized currency* field for the alternate currency is **selected**, the system includes the decimals in the alternate currency amount; if the *Decimalized currency* field is **unselected**, the system rounds the alternate currency amount to the nearest whole unit of currency. For example, if the authorization amount is 24.00 in the local currency and the conversion rate is 2.36, the alternate currency amount is 56.64. If the *Decimalized currency* field for the alternate currency is **unselected** the alternate currency amount is 57.00. This field remains blank if the transaction is for an order in the local currency.
- **code:** the currency associated with the credit card transaction. This field prints only if the *Use Alternate Currency Pricing (H89)* system control value is **selected**. This is the currency code defined for the order in the Order Header Extended file. This field remains blank if the transaction is for the local currency (the currency code and conversion rate for the order are blank).
- **Total for billing method:** total deposit amount (net of deposits minus credits) for the billing method in the local currency.
- **Total for service:** total deposit amount (net of deposits minus credits) for the deposit service in the local currency.

## Auto Deposit Confirmation Report

**How to print:** The system produces this report when the system receives confirmations of deposits from the deposit service.

**Note:** Each foreign currency transaction that uses the separate process will appear on this report; since these transactions are not confirmed interactively through Processing Auto Deposits (**SDEP**), the system considers each transaction “confirmed” when it writes the record in the Credit Card Deposit Prestige file.

---

CWDirect Rel 3.0	Auto Deposit Confirmation Report	EKAPLAN	AAR0070	8/14/98	16:23:02	Page	1			
	EZK Mail Order									
	----- SENT -----			----- CONFIRMED -----						
Pay Type	# Deps	\$ Deposits	Refunds	\$ Refunds	Net \$	# Deps	\$ Deposits	Refunds	\$ Refunds	Net \$
5 VISA										
Regular	2	209.33	0		209.33	2	209.33	0		209.33
Deferred	2	350.09	0		350.09	2	350.09	0		
Totals:	4	559.42	0		559.42	4	559.42	0		
8 AMEX										
Regular	1	51.04	0		51.04	0		0		
Deferred	1	51.04	3	73.45	22.41-	0		3	73.45	
Installment	1	23.90	0		23.90	1	23.90	0		
Totals:	3	125.98	3	73.45	52.53	1	23.90	3	73.45	
Grand Totals:	7	685.40	3	73.45	611.95	5	583.32	3	73.45	

---

### Contents:

- pay type code and description
- for each billing method (regular, deferred, or installment):
  - number of deposits sent and confirmed
  - dollar amount of deposits sent and confirmed
  - number of refunds sent and confirmed
  - dollar amount of refunds sent and confirmed
  - net dollar amount (deposits - refunds) sent and confirmed
- total numbers and amounts for each pay type

*CWDirect 18.0*

- grand total numbers and amounts for the AUTO\_DEP job

In addition, this report for separate processing of foreign currency includes the following fields:

- net amount (deposits - refunds) in foreign currency sent and confirmed

## Deposit History Summary Report

**How to print:** Select **Submit** at the Deposit History Summary screen (**PDHS**).

---

CWDirect Rel 3.0	Deposit History Summary	EKAPLAN	FLR0727	7/28/98 13:43:24	Page 1
	EZK Mail Order				
From: 7/22/98	To: 7/23/98				

Dep Date	Pay Type	Regular Deposits	Deferred Deposits	Installment Deposits	Total
7/22/98	5 VISA				
	Debits	6,820.95	.00	.00	6,820.95
	Credits	44.00-	.00	.00	44.00-
		-----	-----	-----	-----
	Net	6,776.95	.00	.00	6,776.95
Totals for date -	Debits	6,820.95	.00	.00	6,820.95
	Credits	44.00-	.00	.00	44.00-
		-----	-----	-----	-----
	Net	6,776.95	.00	.00	6,776.95
7/23/98	5 VISA				
	Debits	323.09	69.18	17.29	409.56
	Credits	.00	.00	.00	.00
		-----	-----	-----	-----
	Net	323.09	69.18	17.29	409.56
Totals for date -	Debits	323.09	69.18	17.29	409.56
	Credits	.00	.00	.00	.00
		-----	-----	-----	-----
	Net	323.09	69.18	17.29	409.56
Final totals:		7,100.04	69.18	17.29	7,186.51

---

### Contents:

- date range included on the report
- date when deposits were processed
- pay type
- for each pay type deposited on a given date, total debits, total credits, and net of debits and credits, broken out into:
  - regular (non-pay plan) deposits

*CWDirect 18.0*

- deferred
- installment
- totals, all deposit types
- totals for all pay types deposited on a given date, broken out as described above
- totals for the entire range of dates on the report, broken out as described above



*CWDirect 18.0*

- deposit amount
- for installments:
  - total number of installments
  - total installments remaining
  - installment interval, if the pay plan was set up to use a set number of days as an interval rather than to use a specific billing date
- for deferred or regular deposits:
  - sold to customer name
- totals, including total debits and credits, for:
  - all installments for a pay type on a given date
  - all deferrals for a pay type on a given date
  - all regular deposits for a pay type on a given date
  - all deposit types (regular, installment, or deferral) for a pay type on a given date
  - all expected deposits on a given date
  - final totals for all dates on the report

## Credit Card Deposit Schedule Summary

**How to print:** Select **Submit** at the Credit Card Deposit Schedule Screen (**PCCD**) to print this report and the [Credit Card Deposit Schedule](#) report.

---

CWDirect Rel 3.0 Credit Card Deposit Schedule Summary EKAPLAN FLR0756 7/29/98 13:46:53 Page 1  
EZK Mail Order

From: 8/01/98 To: 8/01/98

Deposit Type	Deposit Amount	Debits	Credits
Installment	29.63	29.63	.00
Total VISA	29.63	29.63	.00
Deferred	92.54	92.54	.00
Installment	19.14	19.14	.00
Total AMEX	111.68	111.68	.00
Total For 8/01/98	141.31	141.31	.00
Final totals	141.31	141.31	.00

---

### Contents:

- date range included on the report
- for each date:
  - description of the deposit type (installment, deferred, or regular)
  - description of the credit card pay type
  - totals for the deposit type/credit card pay type combination, broken out into total deposit amount, debits, and credits
  - totals for the pay type, broken out as above
  - final totals for the entire report period, broken out as above

## Pending Payment Plan Deposits Report

**How to print:** Select **Submit** at the Pending Payment Plan Deposit Report Screen (PPPD).

CWDirect Rel 3.0 Pending Payment Plan Deposits EKAPLAN FLR0095 7/30/98 10:59:57 Page 1  
EZK Mail Order

From:	To:			Order #	Inv #	Depos Amount	Depos To Date	Remaining Bal	Sold To
7/01/98	7/28/98								
FPO	Invoice	I/D	PT						
Plan	Date								
INST4	7/22/98	I	5	4710	3209	69.18	17.29	41.89	COMMERCIALWARE ATTN: MUNDI, GLORIA
Total For: 7/22/98						69.18	17.29	51.89	
DEF2D	7/27/98	D	5	4726	3224	35.30	.00	35.30	ACME ENTERPRIZES ATTN: ACME, LOIS
DEF2D	7/27/98	D	5	4728	3225	145.75	.00	145.75	MACK, MARY MOE
INS28	7/27/98	I	5	4723	3221	43.48	10.87	32.61	BEEKUMS R US ATTN: KAPLAN, ROSE A
INS28	7/27/98	I	5	4724	3220	30.20	.00	22.65	BEEKUMS R US ATTN: KAPLAN, ROSE A
INS28	7/27/98	I	5	4725	3222	39.54	9.88	29.66	COMMERCIALWARE ATTN: MUNDI, GLORIA
INS28	7/27/98	I	5	4727	3223	35.30	.00	26.48	SOSE, KEYSER
S28	7/27/98	I	5	4729	3226	157.24	39.31	117.93	REED, DONNA
Total For: 7/27/98						486.81	60.06	426.75	
DEF30	7/28/98	D	8	4730	3227	23.61	.00	23.61	FREEMAN, ROCER
DEF30	7/28/98	D	5	4731	3228	33.90	.00	33.90	D'ARC, NOAH
DEF30	7/28/98	D	8	4734	3231	92.54	.00	92.54	HAMMETT, DASHIEL
INST4	7/28/98	I	5	4732	3229	62.71	.00	62.71	ESCHER, M.C.
INS28	7/28/98	I	5	4733	3230	83.00	.00	83.00	FIREFLY, JOHN T
INS28	7/28/98	I	8	4735	3232	65.08	.00	65.08	KENNEDY, MARY
INS60	7/28/98	I	8	4736	3233	104.74	.00	104.74	REED, DONNA
Total For: 7/28/98						465.58	.00	465.58	
Final totals						1,021.57	77.35	944.22	

### Contents:

- range of invoice dates included on the report
- pay plan code
- invoice date (the date when you confirmed shipment)
- pay plan type:
  - **I** = installment
  - **D** = deferred

*CWDirect 18.0*

- credit card pay type used on the order
- order number
- invoice number (if there was more than one shipment on the order, each is listed separately)
- total deposit amount (the total billing amount on the shipment for the credit card pay type)
- total amount deposited to date
- remaining amount to be deposited
- the name of the sold to customer
- totals for each date
- totals for the entire range of dates on the report



*CWDirect 18.0*

- ship-to customer
- maintenance activity:
  - maintain order
  - cancel lines on an order
  - cancel order
- cancel reason, if included in a cancel request
- ship via, if included in the maintenance request
- Y if the order is flagged as a gift in the maintenance request
- gift message, if included in the maintenance request
- new ship-to name and address, if included in the maintenance request
- email address (listed only if it was included in the maintenance request)
- description of each error at the header level

For each requested detail-level transaction that resulted in an error:

- activity
  - add new line
  - line cancellation
  - change line
- order line number
- cancel reason
- new item and SKU, if specified
- quantity to add, change, or cancel
- special handling code, if included in the maintenance request

*CWDirect 18.0*

- special handling charge, if included in the maintenance request
- Y if the maintenance request specified gift wrap
- unit price
- special handling instructions, if included in the maintenance request
- description of each error at the detail level

## Order Error Listing

**How to print:** This report is generated automatically through the ECOMM\_ORDR job when a new order request from the web storefront fails the editing process. The person who started the e-commerce jobs receives this report.

This report is generated separately for each order that fails the edit. Use batch order entry to review all orders that are in error.

---

CWDirect	Rel 6.0	Order Error Listing	EKAPLAN	PHR0112	4/18/02 12:56:01	Page	1
		EZK Mail Order					
Order #:	6593	Source Code: SOURCE	Customer:	705 DODGESON, GEORGE			
Ship To In Error:	1	Customer #:	0	Ship to #:	0	Ship Via:	1
===> Duplicate PO#							

---

### Contents:

- order number
- source code
- sold-to customer number
- ship-to number in error
- sold-to customer number of the order recipient, if different from the customer placing the order
- ship-to number on order, if the order used a permanent ship-to address
- ship via code
- error

### Typical errors include:

- **Payment:**
  - Multiple CCs with \$0: The order includes more than one credit card, or a credit card and an A/R payment method, without an *amt\_to\_charge*; only one payment method can be the “catch-all.”
  - No catch all pay method: There is no payment method on the order with the *amt\_to\_charge* field blank.

## CWDirect 18.0

- **CC Expiration Date:** The credit card payment method did not include a valid expiration date, or the expiration date is passed.
- **No Paytypes for Order:** No payment methods were specified on the order.
- **Invalid Pay Type:** The payment method was missing essential information; for example, you would see this message if the order included a *gift\_certificate\_number* and *gift\_certificate\_amount*, but there was no *gc\_type* in the message and the *Default Pay Type for Gift Certificates/Coupons (G48)* system control value is blank.
- **Invalid Coupon:** The *gift\_certificate\_number* is not a valid number from the Coupon Redemption file, or the coupon/gift certificate is already redeemed.
- **Ship via:**
  - **Invalid Ship Via for SCF:** There is not an SCF/ship via record for the postal code on the shipping address.
  - **Invalid Ship Via:** There was not a valid ship via code on the order.
- **Individual:**
  - **Placer Invalid:** There is not a valid individual placer on the order (a placer is required if the *Individuals Required in Order Entry (E01)* system control value is **selected**, or if the customer sold-to has an existing individual).
  - **Originator Invalid:** The individual number specified as the order originator is not valid. An originator is required if there is a placer on the order and if the *Originator unknown* field is **unselected**.
- **Other:**
  - **Duplicate PO#:** The *ship\_to\_po\_number* or the *po\_number* is a duplicate (the system checks for duplicate PO numbers only if the *Verify Duplicate PO Numbers for A/R Orders (D80)* system control value is **selected**).
  - **Price is zero:** The system could not find a price for an item on the order, and there was not a valid price override reason code.

## Data Warehouse Staging Errors Report

**Purpose:** Use this report to review order transactions that contain item or SKU errors. For example you perform a merge/purge which updates an old order that contains an item or SKU that has since been deleted. Transactions that contain item/SKU errors remain in the DW Capture Transaction file until the errors are corrected.

The system deletes any records in the following data warehouse staging files that are related to the order transaction in error:

- DW Order Header
- DW Order Detail
- DW Order Ship To
- DW Order Payment
- DW Order Payment Activity
- DW Order Detail Activity
- DW Order Additional Charges

This report sorts in company, date, order number, line number, item, SKU sequence. The report page breaks for each company that contains item or SKU errors.

**How to print:** Process data warehouse changes by:

- submitting the Initial Load, selecting **OK** at the Process Data Warehouse Changes Window (**WDWT**).
- submitting the Process DW Changes (**DWCHG**) periodic function (**DWR0068**).

---

CWDirect	Rel 6.0		<b>Data Warehouse Staging Errors</b>	KBOTTGER	DWR0092	3/14/02 10:28:05	Page	1
			KAB Co.					
Date	Order#	Line#	Item	SKU	Error			
3/14/02	5509 -	1	1 BUGGY		<<< Order Contains An Invalid Item >>>			
3/14/02	5524 -	1	1 B234U		<<< Order Contains An Invalid Item >>>			
3/14/02	5525 -	1	1 CH75K		<<< Order Contains An Invalid Item >>>			
3/14/02	5525 -	2	1 B94NY		<<< Order Contains An Invalid Item >>>			
3/14/02	5525 -	2	3 GI756FE		<<< Order Contains An Invalid Item >>>			

---

## *CWDirect 18.0*

### **Contents:**

- **date:** the date when the order transaction in error was submitted to the staging data warehouse.
- **order number:** the order number containing the item or SKU in error.
- **line number:** the order line number containing the item or SKU in error.
- **item:** the item number that is in error.
- **SKU:** the SKU code that is in error.
- **error:** a description of the error. The only error that prints on this report is `Order Contains an Invalid Item`.

## Stored Value Card Assignment Errors Report

**Purpose:** Use this report to review orders containing virtual stored value cards that did not get assigned a stored value card number. The system cannot assign a number to a virtual stored value card if records do not exist in the Virtual Card Number file (**FLSVCA**).

**Note:** It is your responsibility to populate the Virtual Card Number file with stored value card numbers supplied by your service bureau. If this file does not contain an available number to assign to a virtual stored value card, the order for the stored value card will not be billed and the order will print on this report. Orders continue to print on this report until you add records to the Virtual Card Number file to assign to the virtual stored value cards.

This report sorts in order number, line number sequence.

**How to print:** Generate pick slips. This report prints each time you run pick slip generation, regardless if you are generating pick slips for orders containing stored value cards.

---

CWDirect	Rel 7.5	<b>Stored Value Card Assignment Errors</b>	KBOTTGER	FLR1094	8/13/03 10:50:27	Page 1
			KAB Co.			
Pick Generation Template: ORDER NUMBER						
Order#	Line#	Date	Customer#	Item	Ord Qty	
6660 - 001	1	8/13/03	6	SVCV	25	1
6664 - 001	1	8/13/03	6	SVCV	25	2

---

### Contents:

- **Pick generation template:** The pick slip generation template used to generate pick slips for the order containing the virtual stored value card.
- **Order#:** The order number and ship to number containing the virtual stored value card.
- **Line#:** The order line number containing the virtual stored value card.
- **Date:** The date the order was entered.
- **Customer#:** The sold to customer on the order.
- **Item:** The item number and SKU of the virtual stored value card that was not assigned a number.
- **Ord Qty:** The quantity ordered for the virtual stored value card on the order line.

## Unactivated Stored Value Card Report

**Purpose:** Use this report to review stored value cards that require attention because:

- the stored value card was declined by the service bureau for activation
- the stored value card was billed at the manifest station without a number assignment

The stored value card will continue to print on this report until the card receives an approved activation or the card is assigned a number.

This report sorts in descending date and ascending card number sequence.

**How to print:** Run the Unactivated Stored Value Cards periodic function (program name **PFR0075**).

---

CWDirect	Rel 7.5	<b>Unactivated Stored Value Card Report</b>			KBOTTGER	CSR1372	8/15/03 10:39:34	Page	1
		KAB Co.							
PMT PAYMENTECH									
Order #	Line#	Date	Card#	Amount	Response				
6675 - 001	1	8/14/03		25.00					
6676 - 001	1	8/14/03	SVCE8142****	25.00	200	DECLINED			
6676 - 001	1	8/14/03	SVCE8142****	25.00	200	DECLINED			
6676 - 001	1	8/14/03	SVCE8184****	25.00	210	INVALID NUMBER			
6658 - 001	2	8/13/03	*ZERO	25.00					
6659 - 001	1	8/13/03	*ZERO	25.00					
6662 - 001	1	8/13/03	*ZERO	25.00					
6663 - 001	1	8/13/03	*ZERO	25.00					
6661 - 001	1	8/13/03	8132003****	25.00	210	INVALID NUMBER			
6643 - 001	1	8/08/03	8080381****	25.00	200	DECLINED			

---

### Contents:

- **Service bureau:** The code and description of the service bureau defined in the *Stored Value Card Activation Authorization Service (I26)*. This is the service bureau that processes stored value card activation requests.
- **Order #:** The order number and ship to number where the stored value card item was purchased.
- **Line#:** The order line number containing the stored value card item.
- **Date:** The date the stored value card item was billed.

*CWDirect 18.0*

- **Card#:** The number assigned to the stored value card. This field is blank if the card was billed at the manifest station without first being assigned a number. If you do not have authority to the *Display Full Credit Card Number (B14)* secured feature, the stored value card number prints in the format specified at the Credit Card Number Layout screen (**WPAY**) for the associated pay type. For example, 4788\*\*\*\*\*1443\*\*\*\* may print instead of the entire stored value card number.
- **Amount:** The amount applied to the stored value card.
- **Response:** The activation response received from the service bureau.

## NonOrder CC Encryption Convert Report

**Purpose:** Use this report to review the CWDirect files encrypted by an encryption process.

- If the process was successful, the last line of the report displays the message `Ending Non Order Cvt.`
- If the process ended abnormally, the last line of the report indicates which file the process was working on when the job ended. You will need to restart the non-order encryption process using the restart code associated with the file.

### How to print:

- Submit the non-order credit card encryption process.
- Submit the non-order encryption key switch conversion process.
- Enter the following command at a command line within CWDirect, where 999 is the CWDirect company: `SBMJOB CMD(CALL PGM(OER1399) PARM(' ' X'999F')) JOB(CCREPORT).`

---

CWDirect	Rel 9.0	<b>NonOrder CC Encryption Convert Report</b>	KBOTTGER	OER1398	2/11/05	9:24:16	Page	1
----------	---------	--	----------	---------	---------	---------	------	---

KAB CO

Time	Message
12:42:33	Starting Non Order Cvt
12:42:33	Starting CustSoldToBML-1
12:44:23	Ending CustSoldToBML-1
12:44:23	Starting CustSldToOrdH-2
12:45:57	Ending CustSldToOrdH-2
12:45:57	Starting CustMembershp-3
12:47:32	Ending CustMembershp-3
12:47:32	Starting CustShpToOrdH-4
12:49:08	Ending CustShpToOrdH-4
12:49:08	Starting Pay Type Ext -5
12:49:08	Ending Pay Type Ext -5
12:49:08	Starting BillSVCDtaQue-6
12:50:47	Ending BillSVCDtaQue-6
12:50:47	Starting AR Pay Detail-7
12:52:24	Ending AR Pay Detail-7
12:52:24	Starting Misc Fraud -8
12:54:03	Ending Misc Fraud -8
12:54:07	Ending Non Order Cvt

---

**Contents:**

- **Time:** The system time when the step in the non-order credit card encryption process started.
- **Message:** A description of the step the non-order credit card encryption process performed.

Message	Step Performed
Starting Non Order Cvt	Started the non-order credit card encryption process.
Starting CustSoldToBML-1	Started encrypting the Customer Sold To BML file. Use restart code 1 to rerun the process starting with this file.
Ending CustSoldToBML-1	Finished encrypting the Customer Sold To BML file.
Starting CustSldToOrdH-2	Started encrypting the Customer Sold To Order History file. Use restart code 2 to rerun the process starting with this file.
Ending CustSldToOrdH-2	Finished encrypting the Customer Sold To Order History file.
Starting CustMembershp-3	Started encrypting the Customer Membership file. Use restart code 3 to rerun the process starting with this file.
Ending CustMembershp-3	Finished encrypting the Customer Membership file.
Starting CustShpToOrdH-4	Started encrypting the Customer Ship To Order History file. Use restart code 4 to rerun the process starting with this file.
Ending CustShpToOrdH-4	Finished encrypting the Customer Ship To Order History file.
Starting Pay Type Ext -5	Started encrypting the Pay Type Extended file. Use restart code 5 to rerun the process starting with this file.
Ending Pay Type Ext -5	Finished encrypting the Pay Type Extended file.
Starting BillSVCDtaQue-6	Started encrypting the Billing SVC Data Queue file. Use restart code 6 to rerun the process starting with this file.

CWDirect 18.0

<b>Message</b>	<b>Step Performed</b>
Ending BillSVCDtaQue-6	Finished encrypting the Billing SVC Data Queue file.
Starting AR Pay Detail-7	Started encrypting the A/R Payment Detail file. Use restart code 7 to rerun the process starting with this file.
Ending AR Pay Detail-7	Finished encrypting the A/R Payment Detail file.
Starting Misc Fraud -8	Started encrypting the Miscellaneous Fraud file. Use restart code 8 to rerun the process starting with this file.
Ending Misc Fraud -8	Finished encrypting the Miscellaneous Fraud file.
Ending Non Order Cvt	Finished the non-order credit card encryption process successfully.

## Order Broker Aging Report

**How to print:** Select **Print Aging Report** at the Work with Order Broker screen (**WOBR**) and complete the Print Aging Report window.

Date	Status	Order#	Line#	Item	SKU	Request ID	Quantity
CWDirect Rel 18.0 Order Broker Aging Report EKAPLAN OER1526 12/16/14 16:29:06 Page 1 EZK Mail Order Open records older than 1 days Selected location: ALL Selected status: A Fulfilling location 10 Store 10 Worc Massachuset							
12/02/14	A Accepted	201036 -	1	1 12345		81929	1
12/02/14	A Accepted	201036 -	1	2 KABNOSKU		81930	1
Total for status A							2
Total for 12/02/14							2
Total for 10							2
CWDirect Rel 18.0 Order Broker Aging Report EKAPLAN OER1526 12/16/14 16:29:06 Page 2 EZK Mail Order Open records older than 1 days Selected location: ALL Selected status: A Fulfilling location 2 Direct warehouse.....							
10/17/14	A Accepted	200844 -	1	1 CLOVE		80574	2
Total for status A							2
Total for 10/17/14							2
Total for 2							2
Final totals							4

### Contents:

- The number of days old an Order Broker request needed to be in order to be included on the report. The default is 1 day, which means that the report does not include Order Broker records created on the current or previous date.
- The selected fulfilling location for the report; set to **ALL** if you did not select a fulfilling location at the Print Aging Report window.

For each separate fulfilling location included on the report:

- The fulfilling location and fulfilling location description for one or more Order Broker requests
- For each Order Broker request:
  - date created
  - current status code and description
  - order number and ship-to number
  - order line sequence number
  - item and SKU
  - Order Broker request ID

*CWDirect 18.0*

- requested quantity
- total quantity for the same fulfilling location, status, and date
- total quantity for the same fulfilling location and date
- total quantity for the fulfilling location
- total quantity for the report

## Cancel Report for Orders Pending Payment

**Purpose:** Use this report to review the orders that contain an online cash pay type that has not been paid by the customer within the number of days specified in the *# of Days to Auto Cancel Orders Pending Payment (K18)* system control value.

**How to print:** Complete the *Update orders* field on the Auto Cancel Orders Pending Payment screen (**WCOP**) and select **Accept**.

- If the *Update orders* field is selected, the system generates this report and also automatically cancels the orders eligible for cancellation.
- If the *Update orders* field is unselected, the system generates this report and does not cancel the orders.

### Sample report:

---

CWDirect	Rel 12.5		Cancel Rpt for Orders Pending Payment	WPURDON	OER1541	2/05/09 11:34:31	Page	1
NO UPDATE - LIST ONLY			Wendys Company					
Order	Customer		Order					
Date	Sold To #	Order #	Total	Ref ID				
2/02/09	13096	7329	33.25	38424				
2/02/09	13096	7330	61.10	38428				
2/04/09	13096	7338	112.70	38467				
2/04/09	13682	7342	92.23	0204093				
2/04/09	13682	7343	92.23	0204095				
2/04/09	13682	7345	92.23	0204096				
2/04/09	13682	7346	60.50					
2/04/09	13682	7355	92.23	02040912				
2/04/09	13682	7356	92.23	02040912				
2/05/09	13682	7357	92.23	0205091				
2/05/09	13682	7359	37.00	38494				
2/05/09	13681	7362	96.59	0205094				
2/05/09	13334	7365	54.95	38500				
2/05/09	13249	7368	100.03	38501				

---

### Contents:

- *Update orders* setting:
  - **ORDERS CANCELLED** Indicates the system generates this report and also automatically cancels the orders eligible for cancellation.

*CWDirect 18.0*

- **NO UPDATE - LIST ONLY** indicates the system generates this report and does not cancel the orders.
- *Order date*: The date the order was entered in MM/DD/YY format.
- *Customer sold to #*: The sold to customer on the order.
- *Order #*: The order number that is eligible for cancellation.
- *Order total*: The total dollar amount of the order, across all ship to customers. If the order is cancelled, this amount represents the cancellation amount.
- *Ref ID*: The order reference ID assigned by the online bill pay system to identify the order.

## Warehousing Reports

- Physical inventory generation:
  - [Physical Inventory Batch Work Sheet](#)
  - [Physical Inventory Ticket](#)
  - [LPN Total Greater Than Item Location List](#)
  - [Physical Inventory Upload Error List](#)
- Physical inventory update/reporting:
  - [Physical Inventory Item Location Audit Report](#)
  - [Physical Evaluation Variance Report by Unit Variance](#)
  - [Physical Evaluation Variance Report by Item Warehouse](#)
  - [Compare Physical Inventory Counts by Batch Report](#)
  - [Compare Physical Count Tickets Report](#)
  - [Physical Inventory Ticket Listing](#)
  - [Outstanding Physical Listing](#)
  - [No Entry Audit Report](#)
  - [Zero Count Report](#)
  - [Physical Inventory New On Hand Change Report](#)
  - [Unprocessed Physical Inventory Records Report](#)
  - [Reserved Quantity Greater Than On Hand Report](#)
- Work orders:
  - [Work Order Error Listing](#)
  - [Work Order Ticket](#)
- Inventory transactions:
  - [Inventory Transaction History Report](#)

- [Inventory Transaction Summary Report](#)
- [Inventory Transaction Summary by G/L# Report](#)
- [Inventory Receipt Exception Report](#)
- [Aged Receiving Report](#)
- [Inventory Valuation Report](#)
- [Inventory Transaction Analysis Report](#)
- [Inventory Transaction Analysis Detail Report](#)
- Sets and finished goods:
  - [Finished Good/Component On Hand Report](#)
  - [Finished Good Explosion Report](#)
  - [Where Kit Component Item Used Report](#)
  - [Where Set Component Item Used Report](#)
  - [Where Variable Set Component Used Report](#)
- Purchase order receipts:
  - [PO Receiving Worksheet](#)
  - [Receipt Cost Summary Report](#)
  - [Receiving Worksheet--Weight Method](#)
- Warehouse analysis:
  - [Warehouse Utilization Report](#)
  - [Inventory Control Report](#)
  - [On Hand by Warehouse Report](#)
  - [On Hand by Vendor by Warehouse Screen](#)
- Location and warehouse replenishment:

- [Replenishment Detail by 'From' Location Report](#)
- [Replenishment Detail Report by Item](#)
- [Replenishment Detail Report by 'To' Location](#)
- [Consolidated Replenishment Report by From Location](#)
- [Consolidated Replenishment Report by Item/SKU](#)
- [Consolidated Replenishment Report By To Location](#)
- [Replenishment Pick Worksheet](#)
- [Replenishment Receiving Worksheet](#)
- [STS Request Error Report](#)
- [Autostock Feed Error Report](#)
- Docked purchase orders:
  - [Purchase Orders in Docked Status Report](#)
  - [Docked but Past Due Purchase Orders Report](#)
- [Item Location/LPN Discrepancy Report](#)
- [Batch Sync Record Reconciliation Report](#)
- FIFO costing:
  - [FIFO Cost Layer Listing](#)
  - [FIFO Stock Aging Report by Item](#)
  - [FIFO Stock Aging Report by Warehouse](#)
  - [FIFO Stock Aging Recap](#)
  - [FIFO Activity Report by Item](#)
  - [FIFO Activity Report by Warehouse](#)
- Store restock:
  - [Store Promotion Notification](#)
  - [Store Selection Exception Report](#)

*CWDirect 18.0*

- [Anticipated Store Restock Generation - Restock Summary Report](#)
- [Print Phone Errors Report](#)
- [Store Selection Exception - Store Restock Generation Report](#)
- [Store Restock Generation - Restock Summary Report](#)
- [Store Add-on Request Backorder Report](#)
- [Order Batch Listing Report](#)
- [Pick Generation - Store Restock Orders Backorder Analysis Detail Report](#)
- [Store Restock Pick Generation - Restock Analysis Summary Report](#)
- [Store Restock Confirmation](#)
- [Store Restock Shipping Confirmation Summary Analysis](#)
- RA DOS:
  - [Customer Address Change Report](#)
  - [RA DOS Inventory Count Worksheet](#)
  - [RA DOS Customer Address Upload Error Report](#)
  - [PO Receipt Records Processed Report](#)

## Physical Inventory Batch Work Sheet

**How to print:** Use the Generating a Physical Inventory (**MGPI**) menu option.

---

```

CWDirect Rel 4.0      PI Batch Work Sheet      KLETENDRE INR0868 8/27/99 10:25:09 Page 1
                    KAL Co.
Control# 1 / 1      Count: SECOND
Warehouse 60      PHYSICAL INVENTORY
PRIMARY LOCATIONS  Item  SKU  Location Class  LPN  On Hand Qty
BUN01
FUZZY BUNNY TOY      PA1      0      25      |
FIEL89
BRIGHT ORANGE FIELD VEST  PA1      0      25      |
JUIC54
THE FAMOUS JUICER MACHINE  PA1      0      5       |
MIT8Y  RED  SMLL  PA1      0      69      |
HOMEMADE MITTENS
RED SMALL MITTENS
MIT8Y  RED  MEDM  PA1      0      97      |
HOMEMADE MITTENS
RED MEDIUM MITTENS
MIT8Y  RED  LRGE  PA1      0      25      |
HOMEMADE MITTENS
    
```

---

### Contents:

- The control number assigned by the system to identify the physical inventory.
- The batch number assigned by the system for the locations on the sheet. The *Assign Batch Numbers (A07)* system control value determines whether the system assigns batch numbers. The *Batch Size (A08)* system control value determines the number of item locations that each batch contains.
- The physical count for which the sheets were printed. When the system prints the sheets at the time you first generate the physical inventory, the count will be **FIRST**. You can generate sheets for the second or final count through Entering Counts Using Physical Inventory Worksheets (**MPIE**) or Reprinting Batch Sheets or Tickets (**RPIF**).
- The code and description of the warehouse where you are performing the inventory.
- The location type. Valid values are **PRIMARY**, **SECONDARY**, **BULK**, and **TEMPORARY**.
- The item code and SKU being counted, and the description of the item and of the SKU.
- The location where the item(s) are being counted.

### *CWDirect 18.0*

- The location class, if any.
- The LPN (license plate number) used to track the inventory in your warehouse, if any. You would normally use LPNs if you also use radio frequency to manage your inventory. If there is more than one LPN of an item in a location, each LPN counts as a separate item location for the purposes of printing batch sheets or entering counts **only**. Any “loose” items in an item location appear grouped under LPN **0**. Items in a primary location are never associated with an LPN (the number would be **0**). The LPN would also be **0** if you **select** the *Clear LPN file before generate* field at the Generate Physical Inventory File screen.
- The on-hand quantity. This quantity prints only if the *Print On Hand Quantity (A11)* system control value is **selected**. In the case of LPNs (see description above) the total on-hand quantity for the item location that is not assigned to an LPN appears under LPN **0**.

## Physical Inventory Ticket

**How to print:** Use the Generating a Physical Inventory (**MGPI**) menu option.

---

```

CWDirect Rel 2.0 Physical Inventory Ticket ELISE_K 3/23/97 14:39:31 Page 1
      CWDirect Company
Warehouse 500  RODEO DRIVE SHOWROOM          Control# 2 - 11
Item          SKU           Location      LPN      On Hand  | COUNT 1
KAREN1       BLUE           P010101      0        25     | _____
CHOO CHOO TRAIN
      Ticket #           1
  
```

---

### Contents:

- The code and description of the warehouse where you are performing the inventory.
- The control number assigned by the system to identify the physical inventory.
- The batch number assigned by the system. The *Assign Batch Numbers (A07)* system control value determines whether the system assigns batch numbers. The *Batch Size (A08)* system control value determines the number of item locations that each batch contains.
- The item code and SKU being counted, and the description of the item and of the SKU.
- The physical count for which the tickets were printed. When the system prints the tickets at the time you first generate the physical inventory, the count will be **FIRST**. You can generate tickets for the second or final count through Entering Counts Using Physical Inventory Tickets. You can reprint tickets through this option, or with Reprinting Batch Sheets or Tickets (**RPIF**).
- The location where the item is being counted.
- The LPN (license plate number) used to track the inventory in your warehouse, if any. You would normally use LPNs if you also use radio frequency to manage your inventory. If there is more than one LPN of an item in a location, each LPN prints on a separate ticket and you must enter the counts separately. If there is a “loose” quantity of an item not assigned to an LPN, it appears as LPN **0**. Items in a primary location are never associated with an LPN (the number would be **0**). The LPN would also be **0** if you **select** the *Clear LPN file before generate* field at the Generate Physical Inventory Screen.
- The on-hand quantity. This quantity prints only if the *Print On Hand Quantity (A11)* system control value is **selected**. The total on-hand quantity in the item location not assigned to an LPN appears on LPN **0**.

*CWDirect 18.0*

- The ticket number.

## LPN Total Greater Than Item Location List

**Purpose:** The system produces this report at the time you generate a physical inventory if you use LPNs to manage your inventory. You can use this report to help you find item locations where the actual on-hand may be out of sync with the records in the LPN file. Although there might be situations where the total quantity on-hand for an item location would be larger than the LPN quantity (for example, if you put away a broken case not associated with an LPN in the location), there would not normally be a situation where the LPN quantity would exceed the quantity on-hand according to the system.

**How to print:** Use the Generating a Physical Inventory (**MGPI**) menu option.

---

CWDirect Rel 2.0 LPN Total Greater Than Item Location ELISE\_K INR1031 3/25/97 10:37:51 Page 1  
 EZK Mail Order

Item	SKU	Location	Whse	On Hand	LPN Total	Difference
AA100		BULK	2	121	198	77
BB200		BULK	2	14	26	12

---

### Contents:

- item code and SKU code, if any
- location code
- warehouse code
- on-hand quantity for the item location
- total quantity assigned to LPNs for the item location
- the difference: LPN quantity - on-hand quantity

## Physical Inventory Upload Error List

**Purpose:** Use this to review records that were in error when you uploaded the contents of the Physical Inventory Upload file to the Physical Inventory file. To correct these errors, you can use Working with the Physical Inventory Upload (**WPIU**).

**Note:** There may be more than one error associated with a count record, although only one error status code appears on the report. You must correct each error before you can upload the count record to the Physical Inventory file.

**How to print:** Complete the Physical Inventory Upload Selection screen (**MPIU**).

---

CWDirect Rel 2.0	Physical Inventory Upload Error List	ELISE_K	INR0214	3/27/97 17:31:02	Page	1
	EZK Mail Order					

Cmp	Whse	Location	Item/SKU	LPN	Count	Status
1	2	B560101	20036M-RED-M	20001	12	IS Invalid Item/SKU
1	3	DEFECT	62056M-NAVY-10	1425	10	MW Loc at Multiple Whs
27	8	I010372	28066M-NAVY-10	0	1	LC Invalid Loc Cntl Char
27	8	P012245	28066M-NAVY-10	2001	14	LP LPN w/primary location

---

### Contents:

- Company code
- Warehouse code
- Location code
- Item and SKU codes
- LPN (license plate number)
- Inventory count
- Status code and description of the error.

## Physical Inventory Item Location Audit Report

**Purpose:** Use this report to review the warehouse locations created as a result of the physical inventory upload process.

**Overview:** If the *Create Location/Item Location/Item Warehouse from PI Upload (F09)* system control value is **selected**, you can create new locations within your warehouse as a result of information received through the physical inventory upload. If this system control value is **unselected**, the count record will be flagged with an error code if it is not in a valid location.

When creating locations through the upload is enabled, the system still checks each record for errors as it normally does. If the record is error-free in all other respects except that the location is not currently set up in your Location file, the system creates the new location code. At this point, the system also creates an Item Location record, and, if necessary, an Item Warehouse record. These records, which are usually created through routine transactions such as creating an item or receiving a purchase order, are necessary for reservation, transfers, and any other inventory activity.

**Note:** The new item location will be created initially with an on-hand quantity of zero, because when you process the physical inventory update based on the upload information, the on-hand quantity for the item location will increase by the count information. For example, if the upload file contains a count of 50, the on-hand quantity for the item location increases by 50 units when you process the physical inventory update.

**Setup:** Because certain fields in the Location, Item Location, and Item Warehouse files are required, you must specify default settings before processing the upload the first time after you have **selected** the system control value; otherwise, you would not be able to create the necessary records and process the physical inventory count upload. The system checks the Default Options file for these settings. Because each field name must be an exact match for the system to recognize it, the easiest way to create these defaults initially is to type at a command line while CWDirect is running:

```
CALL INR1134 PARM(' ' x'999F')
```

where **999** represents the number of the company where you are working. If the company number is less than three positions, you must pad it with zeroes (for example, **027**).

Once you have set up the defaults in this way, you can use Working with Default Options (**WDFT**) to change any settings to those that are most useful to you. For example, if you determine that you will usually be creating pickable locations through the physical inventory upload, you would **selected** the *Pickable* field default.

CWDirect 18.0

The table below describes the fields that you create in the Default Options file through the command described above:

Field	Attributes	Initial Default	Valid Values/Comments
Location file ( <b>INLOC</b> )			
LOC CUBIC CAPACITY	Numeric, 7 positions; optional		
LOC HANG/FLAT	Alphanumeric, 1 position; required	H	<b>F</b> = flat <b>H</b> = hang
LOC HEIGHT	Numeric, 3 positions; optional		
LOC LENGTH	Numeric, 3 positions; optional		
LOC PICKABLE	Alphanumeric, 1 position; required	N	<b>Selected</b> = pickable <b>Unselected</b> = not pickable
LOC STOCK TYPE	Alphanumeric, 3 positions; optional	DEF	<b>DEF</b> = defective <b>RTV</b> = return to vendor
LOC TYPE	Alphanumeric, 1 position; required	B	<b>B</b> = bulk <b>P</b> = primary <b>S</b> = secondary <b>T</b> = temporary
LOC UNIT CAPACITY	Numeric, 7 positions; optional		
LOC WEIGHT CAPACITY	Numeric, 7 position with a 2-place decimal; optional		
LOC WIDTH	Numeric, 3 positions; optional		
LOC FREEZE	Alphanumeric, 1 position; required	N	<b>Selected</b> = location is frozen for replenishments <b>Unselected</b> = location is not frozen for replenishments

CWDirect 18.0

Field	Attributes	Initial Default	Valid Values/Comments
LOC PICKING SEQUENCE	Numeric, 7 positions; optional		You can use picking sequence to generate pick slips sorted in a different order than by location code.
LOC FILL FACTOR	Numeric, 5 positions with a 2-place decimal; optional		You can use the fill factor percentage to indicate location capacity for the suggest location placement process at purchase order receiving.
FRQ FREQUENCY	Alphanumeric, 1 position; optional	First frequency code found in the Frequency file	If you have not set up any frequency codes no default option will be created.
LCL LOCATION CLASS	Alphanumeric, 2 positions; optional	First location class code found in the Location Class file	If you have not set up any location class codes, no default option will be created.
Item Location file ( <b>INILOC</b> )			
ITL CASE/PIECE FLAG	Alphanumeric, 1 position; optional	P	<b>P</b> = piece <b>C</b> = case This field is not currently implemented in the system.
ITL FREEZE FLAG	Alphanumeric, 1 position; required	N	<b>Selected</b> = this item in this location cannot be reserved in order entry <b>Unselected</b> = this item in this location can be reserved

CWDirect 18.0

Field	Attributes	Initial Default	Valid Values/Comments
Item Warehouse file ( <b>INIWRE</b> )			
ITW ALLOCATE FREEZE	Alphanumeric, 1 position; required	N	<b>Selected</b> = this item in this warehouse cannot be reserved in order entry <b>Unselected</b> = this item in this warehouse can be reserved in order entry

Afterward, the report will be generated as part of the **PIUPLOAD** job whenever the system creates any new location records. You can use this report to review the new locations, and change any of the field settings from the defaults, if necessary.

---

CWDirect Rel 2.5 PI Item Location Audit EKAPLAN INR1123 12/19/97 12:48:48 Page 1  
EZK Mail Order

Whs	Location	Item	SKU	On Hand
2 MAIN WAREHOUSE	C123456	CU0001		100
2 MAIN WAREHOUSE	P123456	PE0001		150

---

**Contents:**

- warehouse code and description
- new location code
- item code and SKU
- on-hand quantity for the location

**Note:** You can also create a new location through Working with the Physical Inventory Upload (**WPIU**), but this option does not produce the report.

## Physical Evaluation Variance Report by Unit Variance

**How to print:** Select **Physical Inventory Evaluation Variance Report** at the Physical Inventory Evaluation Report Screen (**MPIR**).

Item	SKU	Location	LPN	1st Count	2nd Count	Final Count	Eval Count	O/H Qty	Unit Var	Unit % Var	1st	2nd	Final	Batch#	Ticket#	Ticket#	Ticket#
BALLOON	GREN LRGE		0	18 *	0	0	18	19	1-	5.26-				1	1	0	0
CUP			0	8 *	0	0	8	9	1-	11.11-				1	4	0	0
CONTROL #:	1			26	0	0	26	28	2-	7.14-							

### Contents:

- physical inventory control number
- whether the report is for a complete physical or a partial physical
- warehouse code and description
- item
- SKU
- location
- LPN
- LPN details (this information appears only if the *Display LPN details* field was **selected**)
- first, second, and third count quantities entered to date; the evaluation count is indicated with an asterisk (\*)
- the count quantity used to evaluate variance (Evaluation count)
- on-hand quantity on record before the physical inventory (On-hand quantity); if the report includes LPN details, the total for the item location will appear *in addition to* the total for each LPN

### *CWDirect 18.0*

- unit variance, calculated by subtracting the Evaluation count from the On-hand quantity for the item location
- unit percentage variance, calculated by dividing the Unit variance by the on-hand quantity (a unit percentage variance greater than 999.99 will not print)
- item cost (from the Item/SKU file)
- cost variance, calculated by multiplying the unit variance by the cost
- cost percentage variance, which is the same as the unit percentage variance unless the cost is zero

**Note:** The three cost fields, above, do not print on the report if you use FIFO costing.

- batch control number
- first, second, and final ticket numbers if you use tickets

## Physical Evaluation Variance Report by Item Warehouse

**How to print:** Select **Physical Inventory Evaluation Variance Report** at the Physical Inventory Evaluation Report Screen (**MPIR**). The system generates this version of the report only if you use FIFO costing.

---

CWDirect Rel 3.5 Physical Evaluation Variance Report EKAPLAN INR1292 1/08/99 5:19:41 Page 1  
 By Item Warehouse Level - Unit Variance  
 EZK Mail Order

Control #: 1 Partial physical  
 Warehouse 2 MAIN WAREHOUSE

Item	SKU	Eval Count	O/H Qty	Unit Qty	Unit Var	Eval Ext Cost	O/H Ext Cost	Var Ext Cost	Cost % Var	Unit % Var
PEN		220	100	120		220.0000	100.0000	120.0000	120.00	120.00
BRUSH	GREN LRGE	0	0	0		.0000	.0000	.0000	100.00	100.00
A		0	93	93-		.0000	.0000	.0000	100.00	100.00-
CONTROL #:	1	220	193	27		220.0000	100.0000	120.0000		

---

### Contents:

- physical inventory control number
- whether the report is for a complete physical or a partial physical
- warehouse code and description
- item
- SKU
- the count quantity used to evaluate variance (Evaluation count) for all warehouse locations included in the physical inventory
- on-hand quantity on record before the physical inventory (On-hand quantity) for all warehouse locations included in the physical inventory
- unit variance, calculated by subtracting the Evaluation count from the on-hand quantity for the item location
- evaluation extended cost, calculated by adding the extended cost derived from all FIFO layers selected by the standard hierarchy
- on-hand extended cost, calculated by adding the extended cost from all FIFO layers for the SKU within the warehouse
- extended cost variance, calculated by comparing the evaluation extended cost with the on-hand extended cost

*CWDirect 18.0*

- cost percentage variance, calculated by dividing the variance extended cost by the on-hand extended cost
- unit percentage variance, calculated by dividing the Unit variance by the on-hand quantity
- batch control number

## Compare Physical Inventory Counts by Batch Report

**How to print:** Select **Compare Physical Inventory Counts Listing** at the Physical Inventory Evaluation Report Screen (**MPIR**) if you use sheets for count entry.

**Selecting a batch:** You can select a batch for this report by entering a valid control number and batch in the appropriate fields. If you leave these fields blank, the report runs for all current batches. The system submits the job **CMPBTCCNT**, which produces this report.

---

CWDirect Rel 2.1 Compare Physical Counts by Batch # ELISE\_K INR0082 6/11/97 15:36:36 Page 1

EZK Mail Order

Control/Batch# 004 - 1 2nd count in progress

Whs	Item	SKU	Location	LPN	Count 1	Count 2	Variance	Created
2	AU123		BULK	0	5	10	5	N
2	AU123		BULK	100	10	20	10	N
2	AU123		BULK	112	15	30	15	N
2	AU123		BULK	113	20	99	79	N
2	AU123		BULK	114	100	99	1	N
2	AU123		BULK	115	100	99	1	N
2	AU123		BULK	116	100	0	100	N
2	BALLOON	GREN LRGE	BULK	0	100	0	100	N
2	BALLOON	GREN LRGE	BULK	55	100	20	80	N
2	BLIND	GRN	BULK	0	90	25	65	N
2	BLIND	YLW	BULK	0	80	25	55	N
2	BOITEM5		BULK	0	70	25	45	N
2	CD300		BULK	0	60	25	35	N
2	COST		BULK	0	50	0	50	N
2	DE400		BULK	0	0	5	5	N
2	DR4567		BULK	0	0	4	4	N
2	DR4567		BULK	0	0	0	0	N

---

### Contents:

- contains the following information:
- control number and batch number
- batch status description. Valid status messages are:
- First count not entered
- Second count not entered
- Final count required

*CWDirect 18.0*

- Final count in progress
- warehouse code
- item code and SKU
- location code
- LPN
- count one quantity entered
- count two quantity entered
- variance between first and second counts
- a flag to indicate whether you created the item location or LPN during count entry (if **selected**)

## Compare Physical Count Tickets Report

**How to print:** Select **Compare Physical Inventory Counts Listing** at the Physical Inventory Evaluation Report Screen (**MPIR**) if you use tickets for count entry. You can also print this report when entering ticket counts by selecting **Print Ticket Reports** at the Physical Inventory Ticket Entry Screen (**MPIE**), then selecting this report at the Ticket Entry Report Prompt Screen (Printing Ticket Reports) with the **Compare Physical Inventory Counts Listing** option.

**Selecting a batch:** You can select a batch for this report by entering a valid control and batch number in the appropriate fields. If you leave these fields blank, the report runs for all current batches. When you select this report at the Physical Inventory Report Selection Screen (**MPIR**), the system submits the job **COMPTCKCNT**, which produces this report.

---

CWDirect Rel 2.1 Compare Physical Count Tickets ELISE\_K INR0096 6/10/97 14:40:28 Page 1  
 EZK Mail Order

Control #	1 Warehouse	2 QUALITY ASSURANCE WAREHOUSE	--- Count 1 ---		--- Count 2 ---				
Item	SKU	Location LPN	Qty	Ticket#	Qty	Ticket#	Variance	Crt	Batch#
BB123	A099	0	1	1	3	28	2	N	1 Final count required
LL456	A099	0	99	2	0	29	99	N	1 Second Count Not Entered
MM555	A099	0	50	3	0	30	50	N	1 Second Count Not Entered
OO222	A099	0	0	4	60	31	60	N	1 Final count required
PP223	A099	0	52	5	50	32	2	N	1 Final count required
QR777	A099	0	40	6	50	33	10	N	1 Final count required
RD888	A099	0	9	7	0	34	9	N	1 Final count required

---

### Contents:

- information:
- control number
- warehouse code and description
- item code and SKU
- location code
- LPN
- first count quantity entered and ticket number
- second count quantity entered and ticket number

*CWDirect 18.0*

- variance between the first and second count for the ticket
- a flag to indicate whether you created the item location or LPN during count entry (if **selected**)
- batch number
- current count status of the item location. Valid status messages are:
  - First count not entered
  - Second count not entered
  - Final count required
  - Final count in progress

## Physical Inventory Ticket Listing

**How to print:** Select **Physical Inventory Ticket Listing** at the Physical Inventory Report Selection Screen (**MPIR**) if you use tickets for count entry. You can also print this report when entering ticket counts by selecting **Print Ticket Reports** at the Physical Inventory Ticket Entry Screen (**MPIE**), then selecting this report at the Ticket Entry Report Prompt Screen (Printing Ticket Reports) the **Physical Inventory Ticket Listing** option.

**Selecting a batch:** You can select a batch for this report by entering a valid control and batch number in the appropriate fields. If you leave these fields blank, the report runs for all current batches. When you select this report at the Physical Inventory Report Selection Screen (**MPIR**), the system submits the job **PI\_TLST**, which produces the report.

---

```

CWDirect Rel 2.1 Physical Inventory Ticket Listing ELISE_K INR0147 6/10/97 14:40:21 Page 1
Control # 1 Warehouse 2 QUALITY ASSURANCE WAREHOUSE
Ticket# Item SKU Location LPN Count On Hand Batch# Status
Count 1 Ticket.....: 1 BB234 A099 0 1 0 1
Count 2 Ticket.....: 28 BB234 A099 0 3 0 1
Count 1 Ticket.....: 2 LL456 A099 0 99 100 1
Count 2 Ticket.....: 29 LL456 A099 0 0 100 1
Count 1 Ticket.....: 3 NT777 A099 0 50 50 1
Count 2 Ticket.....: 30 NT777 A099 0 0 50 1
Count 1 Ticket.....: 4 OP345 A099 0 0 20 1
Count 2 Ticket.....: 31 OP345 A099 0 60 20 1
Count 1 Ticket.....: 5 PP999 A099 0 52 50 1
Count 2 Ticket.....: 32 PP99 A099 0 50 50 1
Count 1 Ticket.....: 6 QT555 A099 0 40 50 1
Count 2 Ticket.....: 33 QT555 A099 0 50 50 1
Count 1 Ticket.....: 7 RR666 A099 0 9 40 1
Count 2 Ticket.....: 34 RR666 A099 0 0 40 1
Count 1 Ticket.....: 8 TU098 A099 0 49 10 1
Count 2 Ticket.....: 35 TU098 A099 0 10 10 1
Count 1 Ticket.....: 9 0164 05 L A099 0 0 48 1 Uncounted ticket
Count 2 Ticket.....: 36 0164 05 L A099 0 0 48 1 Uncounted ticket
Count 1 Ticket.....: 10 7106 A099 0 0 175 1 Uncounted ticket
Count 2 Ticket.....: 37 7106 A099 0 0 175 1 Uncounted ticket

```

---

### Contents:

- control number
- warehouse code and description
- ticket number for each count you have generated so far
- item and SKU code

### *CWDirect 18.0*

- location code
- LPN (if the item location is not associated with an LPN, this number will be zero)
- unit count for the ticket
- on-hand quantity for the item location or LPN
- batch number
- ticket status. Valid values are:
  - '' (a count has been entered for the ticket and no additional count is required)
  - Uncounted ticket
  - **Second count required** (a first count has been entered but you require two counts)
  - **Final count required** (the first and second counts do not agree, and you have not yet entered a final count)
  - **Discrepancy in counts** (the first and second counts do not agree, and you have entered a final count)

## Outstanding Physical Listing

**How to print:** Select **Print Outstanding Physicals** at the Physical Inventory Report Selection Screen (**MPIR**). You do not need to enter a control and batch number. You can also print this report by selecting **Print Evaluation Report** at the Work with Physical Inventory Batches Screen (**DPIF**).

---

CWDirect Rel 2.0		Outstanding Physical Listing		
		EZK Mail Order		
Control #	Date	Generated	By	User name
001 - 1	4/01/97	ELISE_K	elise_k	
001 - 2	4/01/97	ELISE_K	elise_k	
002 - 3	4/01/97	ELISE_K	elise_k	
002 - 4	4/01/97	ELISE_K	elise_k	
002 - 5	4/01/97	ELISE_K	elise_k	
002 - 6	4/01/97	ELISE_K	elise_k	

---

### Contents:

- control and batch number
- date generated
- User ID of the person who generated the physical inventory
- name of the user who generated the physical inventory, as defined in the User Profile file

## No Entry Audit Report

**How to print:** Select **Print Physical Inventory No Entry Audit** at the Physical Inventory Report Selection Screen (**MPIR**). You will also need to select a control and batch number at this screen. The system also produces this report when you accept a batch if any of the item locations or LPNs have unentered count quantities for the accepted count. When you accept a batch this report will print, but not contain any records, if:

- all item locations or LPNs in the batch had been counted in a previous count, *but*
- you did not enter count quantities for each item location or LPN in the batch for the count you have just accepted (for example, you entered count quantities only for an item location where you found a discrepancy).

The system submits the job **PI\_NO**, which produces this report.

The first, second, and final count quantities will each be zero.

---

CWDirect Rel 2.1 No Entry Audit Report ELISE\_K INR1016 6/10/97 14:40:56 Page 1  
EZK Mail Order

Control/Batch# 1 - 1  
Warehouse 2 QUALITY ASSURANCE WAREHOUSE

Item	Sku	Location/Class	Type	LPN	1st Count	1st Ticket#	2nd Count	2nd Ticket#	Final Count	Final Ticket#	O/H	Qty
0164	05 L	A099	S	0	0	9	0	36	0	0		48
7106		A099	S	0	0	10	0	37	0	0		175
AUGIE		BULK	B	0	0	11	0	38	0	0		0
AUGIE		BULK	B	100	0	12	0	39	0	0		20
AUGIE		BULK	B	112	0	13	0	40	0	0		100
AUGIE		BULK	B	113	0	14	0	41	0	0		50
AUGIE		BULK	B	114	0	15	0	42	0	0		10
AUGIE		BULK	B	115	0	16	0	43	0	0		16
CD300		BULK	B	0	0	23	0	50	0	0		500
COST		BULK	B	0	0	24	0	51	0	0		812
DE400		BULK	B	0	0	25	0	52	0	0		5
DROPSHIP		BULK	B	0	0	26	0	53	0	0		51
DROPSHIP1		BULK	B	0	0	27	0	54	0	0		7

---

### Contents:

- control and batch number
- warehouse code and description
- item and SKU codes

*CWDirect 18.0*

- location code and location class
- location type. Valid values are:
  - **B**= bulk
  - **P** = primary
  - **S** = secondary
  - **T** = temporary
- LPN (if the items are not assigned to an LPN, the LPN is **0**)
- first count quantity
- first count ticket number if you use tickets
- second count quantity
- second count ticket number if you use tickets
- final count quantity
- final count ticket number if you use tickets
- on-hand quantity of record before generating the physical inventory (if the item location includes both LPN and "loose" units, the total on-hand quantity minus the quantity assigned to LPNs will appear under LPN **0**)

The first, second, and final count quantities will each be zero.

## Zero Count Report

**How to print:** Select **Print Physical Inventory Zero Count Report** at the Physical Inventory Report Selection Screen (**MPIR**). You will also need to specify a control and batch number. The system submits the job **PI\_ZERO**, which produces the report.

---

```

CWDirect Rel 2.1 Zero Count Report ELISE_K INR1037 6/11/97 17:01:54 Page 1
EZK Mail Order
Control/Batch# 2 - 1
Warehouse 2 QUALITY ASSURANCE WAREHOUSE

```

Item	SKU	Location/Class	Type	LPN	1st Count	1st Status	2nd Count	2nd Status	Final Count	Status	O/H	Qty
GR123		BULK	B	0	11	Y	10	Y	0	Y		100
JK678		BULK	B	0	2	Y	0	Y	0	Y		50
JMN006		BULK	B	0	3	Y	0	Y	0	Y		0
KY555		BULK	B	0	0	Y	100	Y	0	Y		100
MM0256		BULK	B	0	0	Y	9	Y	0	Y		50
MY9702		BULK	B	0	100	Y	0	N	0	Y		18

---

### Contents:

- control number and batch number
- warehouse code and description
- item and SKU codes
- location code
- location class
- location type. Valid types are:
  - **P** = primary
  - **S** = secondary
  - **B** = bulk
  - **T** = temporary
- LPN. If the item location is not associated with an LPN, the LPN is **0**
- first count quantity

### *CWDirect 18.0*

- first count ticket number if you use tickets
- first count status, where:
  - **Selected** = counted
  - **Unselected** = not counted
- second count quantity, ticket number and status, as above
- final count quantity, ticket number and status, as above
- on-hand quantity for the item location before generating the physical inventory. If an item location contains a quantity assigned to one or more LPNs and a "loose" quantity, the item location quantity not assigned to LPNs will appear under LPN **0**

## Physical Inventory New On Hand Change Report

The Physical Inventory New On Hand Change Report lists each item location whose on-hand quantities were changed as a result of the physical inventory.

The system produces this report when you process a physical inventory update.

An error message appearing to the right indicates that the new on-hand quantity does not coincide with the evaluation quantity. Such an error could be caused by, for instance, transferring stock out of the location while the physical inventory was in progress, which could happen if you do not freeze item locations during a physical inventory. However, the system has updated the on-hand quantity for each item location on this report, although the new on-hand quantity may not reflect your actual inventory.

**How to print:** Process a physical inventory update through the Physical Inventory Report Selection Screen (**MPIR**).

---

CWDirect Rel 2.1 P/I New On Hand Quantities ELISE\_K INR0870 6/12/97 9:23:02 Page 1  
EZK Mail Order

Control #: 1 Partial physical with update

Whs	Item	SKU	Location	Count	Eval Original	Unit	Var	New	O/H Qty	Batch#	1st	2nd	Final	
					O/H Qty			O/H Qty			Ticket#	Ticket#	Ticket#	
2	LL123		A099	45	100	55-		45		1	2	0	0	*** Error ***
2	NR456		A099	49	50	1-		49		1	3	0	0	
2	OP222		A099	22	20	2		22		1	4	0	0	
2	PT109		A099	0	50	50-		0		1	5	0	0	
2	QT234		A099	0	50	50-		0		1	6	0	0	
Control #:	1			116	270	154-		116						

---

### Contents:

- control number
- whether the update was complete or partial physical
- item code
- SKU code
- location code
- evaluation count (the count used from the physical inventory for update)
- original on-hand quantity recorded on your system before processing the physical inventory

*CWDirect 18.0*

- unit variance (the difference between the evaluation count and the original on-hand quantity)
- new on-hand quantity
- batch number
- first, second, and final ticket numbers if you use tickets

An error message appearing to the right indicates that the new on-hand quantity does not coincide with the evaluation quantity. Such an error could be caused by, for instance, transferring stock out of the location while the physical inventory was in progress, which could happen if you do not freeze item locations during a physical inventory. However, the system has updated the on-hand quantity for each item location on this report, although the new on-hand quantity may not reflect your actual inventory.

## Unprocessed Physical Inventory Records Report

This report lists each item location that was not changed as a result of the physical inventory update. Item locations that appear on this report are retained in the Physical Inventory file, and they remain frozen. An item location would remain unchanged because:

- you are processing a partial update, and the item location does not have a count entered
- you require two counts for a physical inventory (as defined in the System Control file), and only one count has been entered
- an inventory error; for example, there is a printed quantity for the item location that exceeds the evaluation quantity from the physical inventory count

If you do not freeze item locations (the *Freeze Item During Physical (A10)* system control value is **unselected**), no item locations will appear on this report.

An error message prints next to any record that was unprocessed because of an inventory transaction error.

**How to print:** Process a physical inventory update through the Physical Inventory Report Selection Screen (**MPIR**). If you do not freeze item locations (the *Freeze Item During Physical (A10)* system control value is **unselected**), no item locations will appear on this report.

---

CWDirect Rel 2.1 Unprocessed Physical Inventory Record ELISE\_K INR0875 6/12/97 9:44:36 Page 1  
 EZK Mail Order

Control #: 1 Partial physical with update

Whs	Item	SKU	Location	Count	O/H	Qty	Var	Unit	New			1st Ticket#	2nd Ticket#	Final Ticket#	
									O/H	Qty	Batch#				
2	RB567		A099	15	40	25-			40	1		7	0	0	** I/T ERROR **
2	TU876		A099	0	10	0			10	1		8	0	0	
2	0164	05	L A099	0	48	0			48	1		9	0	0	
2	7106		A099	0	175	0			175	1		10	0	0	
2	AU123		BULK	0	121	0			121	1		11	0	0	
2	BA444	GRN LRG	BULK	0	20	0			20	1		18	0	0	
2	BL898	GRN	BULK	0	1000	0			1000	1		20	0	0	
2	BL898	YLW	BULK	0	100	0			100	1		21	0	0	
2	BO554		BULK	0	85	0			85	1		22	0	0	
2	CD300		BULK	0	500	0			500	1		23	0	0	
2	CO332		BULK	0	812	0			812	1		24	0	0	
2	DE400		BULK	0	5	0			5	1		25	0	0	
2	DR777		BULK	0	51	0			51	1		26	0	0	
2	DR778		BULK	0	7	0			7	1		27	0	0	
Control #: 1				15	2974	25-			2974						

---

**Contents:**

- Control number
- Type of update (complete or partial)
- item and SKU codes
- location code
- evaluation count from the physical inventory (if you have not yet entered a count, the evaluation count will be zero)
- original on-hand quantity for the item location
- unit variance (the difference between the evaluation count and the original on-hand quantity)
- new on-hand quantity, which is the same as the original on-hand quantity
- batch number
- first, second, and final ticket number, if you use tickets

## Reserved Quantity Greater Than On Hand Report

The Reserved Quantity Greater Than On Hand Report lists each item location where the reserved quantity is greater than the on-hand quantity. The report includes all eligible item locations, not just those related to the physical inventory update.

**How to print:** Process a physical inventory update through the Physical Inventory Report Selection Screen (**MPIR**).

---

CWDirect Rel 2.0 Reserved Qty Greater Than On Hand ELISE\_K INR0873 4/04/97 12:36:29 Page 1

Whs	Item	SKU	Location	On Hand Qty	Reserve Qty
2	BLENDER	LRGE	PRIM4	6	14

---

### Contents:

- warehouse code
- item and SKU codes
- location code
- current on-hand quantity
- current reserved quantity

## Work Order Error Listing

This report lists each work order detail line in error and the reason why the error occurred. You can use this report to fix each work order detail line that was in error and then recreate the work order.

**How to print:** Select **Print Errors** on the Create Work Order Details Screen (**WWOR**).

---

```

CWDirect Rel 3.0 Work Order Error Listing KLETENDRE INR1170 6/29/98 9:30:37 Page 1
                The KL Mail Order Company
Work order # :      527
Warehouse   . :      40          WAREHOUSE 40
Kit . . . . :  KNITTING KIT  YARN IN A BASKET
Quantity . . :          15
1  YARNABK  BLCK          ANGORA YARN          1 0  No avail. location found for component item
2  YARNABL  BLUE          ANGORA YARN          1 0  System couldn't reserve qty QTY avail=1
3  YARNABR  BRN           ANGORA YARN          1 0  No avail. location found for component item
4  YARNAGY  GREY          ANGORA YARN          1 0  No avail. location found for component item
5  YARNAG   GRN           ANGORA YARN          1 0  No avail. location found for component item
6  YARNANV  NAVY          ANGORA YARN          1 0  No avail. location found for component item
7  YARNAPI  PINK          ANGORA YARN          1 0  Warehouse qty 12 Less than requested qty 15
8  YARNAPU  PURP          ANGORA YARN          1 0  No avail. location found for component item
9  YARNARE  RED           ANGORA YARN          1 0  No avail. location found for component item
10 YARNAWH  WHITE         ANGORA YARN          1 0  No avail. location found for component item
11 YARNAYW  YELW         ANGORA YARN          1 0  No avail. location found for component item
12 BASKETSW                SEWING BASKET        1 0  No avail. location found for component item
13 NEEDLESW                SEWING NEEDLE        2 0  Warehouse qty 16 Less than requested qty 30
14 SCISSORS09              SCISSORS              1 0  No avail. location found for component item
15 TAPE MEASURE11          TAPE MEASURE          1 0  No avail. location found for component item
    
```

---

### Contents:

- Work order number
- Warehouse number and description
- Kit name and description
- Kit quantity
- Sequence number

*CWDirect 18.0*

- Component item and SKU
- Component description
- Kit quantity
- Total quantity
- Location
- Error reason

## Work Order Ticket

**Purpose:** The work order ticket provides information about a finished good work order including:

- the work order number and its expected due date
- the finished good and its component items
- the component locations and quantities taken from each
- the quantity of components damaged during the work process

**How to print:** On the Work with Work Orders Screen (**WWOR**), select **Print Ticket** for the work order you wish to print a ticket for, or select **Print All Unprinted** to print all tickets that have not yet been printed for existing work orders. A message similar to the following displays at the bottom of the screen when you print a work order ticket:

Job 164051/KAREN\_L/WORK\_ORDR submitted to job queue QBATCH in library QGPL.

---

CWDirect Rel 2.0      Work Order Ticket      KAREN\_L      INR0999      2/06/97 13:37:36      Page 1

The Mail Order Company

Work Order Number:      401      Date Printed . . . : 2/06/97

Item/SKU Number :      SKETCH KIT      Order Quantity . . :      4

Description . . . :      FINISHED GOOD SKETCH KIT      Date Ordered . . . : 2/05/97

Warehouse . . . :      10 THE MAIN WAREHOUSE      Date Due . . . . . : 2/06/97

Buyer . . . . . :      BLJ BERNADETTE L. JOHNSON

=====

Component/Sku	Description	Qty Per	Qty Req'd	Location	Qty Pulled
DRAWING PAD	LARGE DRAWING PAD	1	3	K010101	_____
DRAWING PAD	LARGE DRAWING PAD		1	K010102	_____
PENCILS      LGHT	CHARCOAL PENCILS	1	4	K010101	_____
PENCILS      MED	CHARCOAL PENCILS	1	4	K010101	_____
PENCILS      DARK	CHARCOAL PENCILS	1	4	K010101	_____
MARKERS	BOX OF MARKERS	1	4	K010101	_____
CASE	PORTABLE ART CASE	1	4	K010101	_____

Work Order Pulled By: \_\_\_\_\_ Received in Work Center By : \_\_\_\_\_

Produced By . . . . . : \_\_\_\_\_ Total Hours . . . . . : \_\_\_\_\_

=====

Item: \_\_\_\_\_ Waste Prod: Qty \_\_\_\_\_ Location \_\_\_\_\_ Bind : Qty \_\_\_\_\_ Location \_\_\_\_\_ Total Qty: \_\_\_\_\_ Location \_\_\_\_\_

Receipts : Date: \_\_\_\_\_ Qty: \_\_\_\_\_ Location: \_\_\_\_\_ Rev'd By: \_\_\_\_\_ Inspect By: \_\_\_\_\_ Entered By: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

---

**Contents:**

- work order number
- item/SKU number
- item description
- warehouse
- buyer
- date printed
- order quantity
- date ordered
- date due
- component/SKU
- component description
- quantity per finished good
- quantity required per location
- location
- quantity pulled
- workorder pulled by
- produced by
- received in workcenter by (a workcenter is an area within the warehouse where the finished good is assembled)
- total hours

*CWDirect 18.0*

- item
- waste product (a component that was damaged during the finished good work order process)
  - waste product quantity
  - waste product location
- bind (a binder used during the finished good work order process)
  - bind quantity
  - bind location
- total quantity
- total location
- receipts
- receipt date
- receipt quantity
- receipt location
- reviewed by
- inspected by
- entered by

## Inventory Transaction History Report

**How to print:** Use the Print Inventory Transaction History Screen (**PITH**).

---

CWDirect Rel 3.5 Inventory Transaction History EKAPLAN INR0054 12/24/98 9:27:30 Page 1

EZK Mail Order

Whs	Item	SKU			Date	Time	Loc	Cde	Qty	Old O/H	New O/H	Cost	Ext	Rsn	User	Id#
2	B5001	BLK 10	A		12/23/98	17:16:36	PRIM1	R	10		10	10.0000		0	EKAPLAN	
2	B5001	BLK 12	A		12/23/98	17:16:36	PRIM1	R	10		10	10.0000		0	EKAPLAN	
2	DE400				12/23/98	9:18:27		*		5	5	5.0000		0	EKAPLAN	
2	DE400				12/23/98	9:20:27	PRIM4	R	10		10	20.0000		0	EKAPLAN	
2	DE400				12/23/98	9:24:53	PRIM4	I	10	10		15.0000		0	NSCANLON	

---

### Contents:

- Warehouse
- Item/SKU
- Transaction date
- Transaction time
- Location. Two separate transactions will print for transfer transactions, one showing the 'transfer from' location and one showing the 'transfer to' location. The location field is blank for issues of non-inventory or drop ship items, or for \* transactions.
- Transaction code
- Transaction quantity
- Old on-hand quantity
- New on-hand quantity
- Cost. The unit cost appears if you use standard or average costing, while the extended cost of the transaction appears if you use FIFO costing.
- Inventory transaction reason code
- User ID

*CWDirect 18.0*

- Transaction ID number

## Inventory Transaction Summary Report

**How to print:** Complete the Inventory Transaction Summary Screen (PITS).

---

CWDirect Rel 3.0	Inventory Transaction Summary			
	The KL Mail Order Company			
From: 10/15/98 To: 11/13/98				
Whs Cde	Description	Trans Dt	Units	Cost Extension
30 C	Customer Return	10/15/98	1	11.79
30 C	Customer Return	10/19/98	2	23.58
30 C	Customer Return	10/26/98	1	11.79
	Code C Total		4	47.16
-----				
Whs	30 Total		4	47.16
-----				
40 A	Adjustment	11/06/98	75	862.50
40 A	Adjustment	11/12/98	5	250.00
	Code A Total		80	1,112.50
-----				
40 G	ITEM TO ITEM TRANSFER	11/06/98		
	Code G Total			
-----				
40 I	Issue	10/15/98	2-	23.58-
40 I	Issue	10/16/98	2-	23.58-
40 I	Issue	10/19/98	4-	47.16-
40 I	Issue	10/28/98	3-	35.37-
	Code I Total		16-	129.69-
-----				
40 R	Receiving	11/12/98	5	28.75
	Code R Total		5	28.75
-----				
40 T	Transfer	11/06/98		
	Code T Total			
-----				
40 V	Return to vendor	11/06/98	1-	10.00-
	Code V Total		1-	10.00-
-----				
Whs	40 Total		69	951.52
-----				
	Final Total		73	998.72
	Missing G/L# Total		12-	14.63

---

**Contents:**

- warehouse code
- inventory transaction code. This code indicates the type of transaction performed on inventory. Certain codes are supplied by the system, and you can set up your own. System-supplied codes are:
  - **A** = Adjustment
  - **C** = Customer Return
  - **E** = Express Bill
  - **G** = Item to Item Transfer
  - **I** = Issue
  - **M** = Makeup set
  - **O** = On-hand
  - **P** = Physical
  - **R** = Receiving
  - **T** = Transfer
  - **V** = Return to Vendor
- inventory transaction description
- transaction date
- the total number of units that are affected by the inventory transactions
- the extended cost of all transactions of a specific type on this date. If you are using average or standard costing, the system multiplies the total units by the average or standard cost from the SKU file to determine the extended cost of each transaction. If you are using FIFO costing, the system uses the total cost of all FIFO cost layers selected for the transactions. The *Costing Method (A25)* system control value controls the costing method for your company.
- warehouse code and totals for each warehouse
- final total (net of number of units and total cost)

*CWDirect 18.0*

- missing G/L # total. The total number of units and dollar amount for which the system could not find a G/L number.

## Inventory Transaction Summary by G/L# Report

**How to print:** Complete the Inventory Transaction Summary Screen (PITS).

CWDirect Rel 3.0      Inventory Transaction Summary By G/L# JCESTARO    INR1122    12/11/98 14:49:23 Page 1  
 The KL Mail Order Company

From: 11/12/98 To: 12/11/98

Trans Dt	Account#	Description	Whs Cde	Units	Cost	Extension
11/12/98	1213	ADJUSTMENT	40 A	5		250.00
	1213	Total		5		250.00
11/12/98	2424	RECEIPT (R) INV. TRANS. CODE	40 R	5		28.75
	2424	Total		5		28.75
11/12/98		Total		10		278.75
-----						
12/03/98	1214	TRANSFER	10 T	50-		
	1214	Total		50-		
12/03/98		Total		50-		
-----						
12/09/98	11	REFUND	10 G			
12/09/98	11	REFUND	40 C	1		10.00
12/09/98	0		40 I	1-		10.00-
	0	Total				
12/09/98	11	REFUND	40 V	10-		100.00-
	11	Total		10-		100.00-
12/09/98	18	RETURN	40 S	3-		150.00-
	18	Total		3-		150.00-
12/09/98	1214	TRANSFER	40 O	1		10.00
	1214	Total		1		10.00
12/09/98		Total		12-		240.00-
-----						
12/10/98	18		40 C	1		61.75
12/10/98	18		40 I	1-		61.75-
	18	Total				
12/10/98		Total				
-----						
	Final Total				52-	38.75

### Contents:

- date range included on the report
- transaction date

*CWDirect 18.0*

- general ledger account number
- the description associated with the general ledger account number
- warehouse code
- inventory transaction code
- total units for this date, account number, warehouse and transaction code
- extended cost for all transactions by date, account number, warehouse and transaction code
- total units and extended cost by date and account number
- total units and extended cost for the date range selected for the report

See the [Inventory Transaction Summary Report](#) for more information on the fields listed above.

## Inventory Receipt Exception Report

**How to print:** Complete the Print Inventory Receipt Exception Report Screen (**PIRE**). This report sorts by vendor, then by purchase order number with vendor, and page breaks by purchase order number.

---

CWDirect Technical Class	Inventory Receipt Exception Report	KLETENDRE	INR1538	1/31/00	9:01:36	Page	2
	KAL Co.						
Vendor # . . :	101 US VENDOR						
PO # . . . :	618						
PO Date . . :	1/31/00						
PO Due Date :	2/01/00						

Item	SKU	Description	Ord Qty	Rec Qty	Tran Rsn	Date	Price
BUN01		FUZZY SLIPPERS	50	50	96	1/31/00	14.2500
GOAX		SLING BACK SANDALS	100	100	97	1/31/00	52.2500
ITEU		CLOGS	100	100	98	1/31/00	24.9100
REGUIHN		HIGH HEEL PUMP	10	10	96	1/31/00	19.5000
SKJN	BLUE SMLL CAPC	LOAFER	50	50	99	1/31/00	18.5000
	GREY		20	20	97	1/31/00	18.3900
	RED MEDM CAPC		50	50	98	1/31/00	18.5000
SPEC98K		BALLET SLIPPER	100	100	99	1/31/00	9.5000

---

### Contents:

- Vendor number and description (this is the parent vendor number related to the vendor number on the purchase order header)
- Purchase order number from the item transaction history
- Purchase order entry date
- Purchase order due date
- Item number from the item transaction history
- SKU code from the item transaction history
- Item description
- Purchase order quantity from the purchase order detail line
- Purchase order receipt quantity

*CWDirect 18.0*

- Inventory transaction reason code from the item transaction history (only inventory transaction reasons 96, 97, 98, and 99 print on this report)
- Item transaction history date (the date the item transaction history was created)
- Cost from the item transaction history

## Aged Receiving Report

**Purpose:** This report displays inventory aged based on receipt transactions (*Transaction code R* in the Item Transaction History file). Only items with an on-hand quantity display on the report. If there are no items with an on-hand quantity for a vendor, a blank page with the vendor number and name displays.

The Aged Receiving report sorts by vendor. For each vendor, the report sorts in item, SKU sequence. Items that are not associated with a vendor (the *Vendor number* field for the item in the Item file is blank) display at the beginning of the report.

**How to print:** Select **OK** at the Aged Receiving Report Screen (**PARR**).

---

CWDirect	Rel 10.5	Aged Receiving Report	KBOTTGER	INR1798	9/06/06 14:33:02	Page	1		
KAB Co									
Vendor#	12345 12345 ARGON LIMITED								
Include returns in aging buckets :	N								
		Last	Last Primary		----- Aged Receivings -----				
Item	SKU	Purch Cost	Rec Date Loc	On Hand	0-90	91-180	181-360	360+	Unknown
12345A		5.0000	9/06/06 MAIN	50	10	20	20		
CANNING JAR LIDS - REGULAR					15	30	30		
Buyer: BERNADETTE T MIRANDA		Cost:	1.5000	Ext:	75.0000				
-----									
12345B		5.0000	9/06/06 MAIN	111	10	20	30	40	11
CANNING JAR LIDS - WIDE MOUTH					15	30	45	60	17
Buyer: BERNADETTE T MIRANDA		Cost:	1.5000	Ext:	166.5000				
-----									
2005AB89DDXN		1.0000	2050101	1					1
CANNING JAR LIFTER									1
Buyer: BERNADETTE T MIRANDA		Cost:	1.0000	Ext:	1.0000				
-----									
Total Cost		0-90	91-180	181-360	360+	Unknown			
	242.5000	30.00	60.00	75.00	60.00	17.50			

---

### Contents:

- **Vendor #:** The number and name of the vendor associated with the inventory. This is the vendor defined in the *Vendor number* field for the item in the Item file.
- **Include returns in aging buckets:** Indicates whether return transactions (*Transaction code C* in the Item Transaction History file) are included in the Aged Receiving buckets or the Unknown bucket.

## CWDirect 18.0

- **Y** = Return transactions are included in the Aged Receiving buckets.
- **N** = Return transactions are included in the Unknown bucket.

For each item/SKU:

- **item:** The item number for the inventory received. The first 20 positions of the description of the item displays below the item number.
- **SKU:** The SKU code for the inventory received. The description of the SKU displays next to the item description.
- **Last purchase cost:** The unit cost of the item on the last purchase order received. This is the last purchase cost from the *Last purchase cost* field in the SKU file.
- **Last receipt date:** The date the last purchase order was received. This is the last receipt date from the *Receipt date* field in the SKU file.
- **Primary location:** The primary location defined for the item. This is the location from the *Location* field in the SKU file.
- **On hand:** The total on hand for the item, across all warehouses. This is the on hand quantity from the *On hand quantity* field in the Item Warehouse file. If the item is located in more than 1 warehouse, the system sums the on hand quantity defined for each item warehouse to determine the total on hand quantity.
- **Aged receiving:** The system splits the on hand quantity into the appropriate aging bucket based on when the inventory was received.
  - **0-90:** The total units received for the item in the last 90 days.
  - **91-180:** The total units received for the item in the last 91-180 days.
  - **181-360:** The total units received for the item in the last 181-360 days.
  - **360+:** The total units received for the item over 360 days ago.
  - **Unknown:** The total units of the on hand quantity added to inventory by a method other than purchase order receipts. Transactions that update this value are positive inventory transactions, returns (that affect inventory), and purged inventory transaction history records. Returns are only included in the *Unknown* bucket if the *Include returns in aging buckets* field on the Aged Receiving Report Screen is **unselected**; otherwise, returns are included in the Aged receiving buckets.
  - **Extended cost for aging receiving:** (unlabeled field below the units for each aging bucket): The extended cost of the item for the specific aging bucket. This is the cost from the *Average cost*, *Standard cost*, or *FIFO cost* field in the SKU file (depending on your *Costing Method (A25)*) multiplied by the aging quantity ( $\text{cost} \times \text{aging quantity} = \text{extended cost}$ ). **Note:** The system rounds the extended cost for aging to the nearest dollar. For example, if the extended cost for the 0-90 aging bucket is 606.60, the system displays 607 on the report.
- **Buyer:** The name of the buyer defined for the item. This is the buyer from the *Buyer* field in the Item file.

## CWDirect 18.0

- **Cost:** The cost of the item. This is the cost from the *Average cost*, *Standard cost*, or *FIFO cost* field in the SKU file (depending on your *Costing Method (A25)*).
- **Extended cost for item/SKU:** The extended cost of the item/SKU. This is the cost from the *Average cost*, *Standard cost*, or *FIFO cost* field in the SKU file (depending on your *Costing Method (A25)*) multiplied by the on hand quantity (cost x on hand quantity = extended cost).

### Report totals:

- **Total cost:** The total cost of the inventory, across all inventory received. This is the sum of the extended cost defined for each item/SKU on the report.
- **Total 0-90 aged receiving cost:** The total cost of the units received in the last 90 days. This is the sum of the extended cost defined for the 0-90 bucket for each item/SKU on the report.
- **Total 91-180 aged receiving cost:** The total cost of the units received in the last 91-180 days. This is the sum of the extended cost defined for the 91-180 bucket for each item/SKU on the report.
- **Total 181-360 aged receiving cost:** The total cost of the inventory received in the last 181-360 days. This is the sum of the extended cost defined for the 181-360 bucket for each item/SKU on the report.
- **Total 360+ aged receiving cost:** The total cost of the inventory received over 360 days ago. This is the sum of the extended cost defined for the 360+ bucket for each item/SKU on the report.
- **Total unknown cost:** The total cost of the inventory received by a method other than purchase order receipts. This is the sum of the extended cost defined for the unknown bucket for each item/SKU on the report.

## Inventory Valuation Report

**Purpose:** Use the Inventory Valuation report to review a summary of warehouse activity for a range of dates, including:

- activity broken out according to types of transactions (transaction codes) and transaction reasons (transaction reason codes)
- totals for allocatable, non-allocatable, and retail warehouses

CWDirect 18.0

**How to print:** Select **Submit** at the Inventory Valuation Report screen (**PIVR**).

CWDirect		Rel 8.5		Inventory Valuation Report				KBOTTGER INR1498		6/14/04 13:	
				KAB Co.							
From 6/07/04 to 6/14/04											
	Valuation	Valuation	Valuation	Valuation	Valuation	Valuation	Transaction	Transaction	Variance	Variance	
	Starting	Starting	Ending	Ending	Change	Change	Change	Change	Change	Change	
	Units	Dollars	Units	Dollars	Units	Dollars	Units	Dollars	Units	Dollars	
Allocatable	15	25.0000	2,025	8,061.4000	2,010	8,036.4000	2,010	8,036.4000	0	.0000	
Store	10	24.0000	75	349.0000	65	325.0000	65	325.0000	0	.0000	
Non-Alloc	6	3.0000	14	43.0000	8	40.0000	8	40.0000	0	.0000	
TOTALS	31	52.0000	2,114	8,453.4000	2,083	8,401.4000	2,083	8,401.4000	0	.0000	
			Alloc	Alloc	Store	Store	Non-Alloc	Non-Alloc	Total	Total	
			Units	Dollars	Units	Dollars	Units	Dollars	Units	Dollars	
Starting Balance (Val)			15	25.0000	10	24.0000	6	3.0000	31	52.0000	
* COST ADJUSTMENT			0	2,007.0000-	0	.0000	0	.0000	0	2,007.0000-	
A Adjustment			2	10.0000	5	25.0000	3	15.0000	10	50.0000	
A ITEMS DAMAGED( 3 )			0	.0000	0	.0000	3	15.0000	3	15.0000	
A MISCOUNT ( 6 )			2	8.0000	0	.0000	0	.0000	2	8.0000	
C Customer Return			1	5.0000	0	.0000	0	.0000	1	5.0000	
G ITEM TO ITEM TRANSFE			0	.0000	0	.0000	0	.0000	0	.0000	
I Issue			2-	10.0000-	0	.0000	0	.0000	2-	10.0000-	
K REMOVE LOCK CODE DEC			0	.0000	0	.0000	0	.0000	0	.0000	
L ADD LOCK CODE (INCRE			0	.0000	0	.0000	0	.0000	0	.0000	
M Makeup Set			1-	9.6000-	0	.0000	0	.0000	1-	9.6000-	
O ON-HAND			2,004	10,020.0000	50	250.0000	3	15.0000	2,057	10,285.0000	
P Physical			0	.0000	5	25.0000	0	.0000	5	25.0000	
R Receiving			10	50.0000	0	.0000	0	.0000	10	50.0000	
S NEGATIVE ADJUSTMENT			0	.0000	0	.0000	1-	5.0000-	1-	5.0000-	
T Transfer			5-	25.0000-	5	25.0000	0	.0000	0	.0000	
V Return to vendor			1-	5.0000-	0	.0000	0	.0000	1-	5.0000-	
TOTAL			2,010	8,036.4000	65	325.0000	8	40.0000	2,083	8,401.4000	
Ending Balance (Trans)			2,025	8,061.4000	75	349.0000	14	43.0000	2,114	8,453.4000	
Ending Balance (Val)			2,025	8,061.4000	75	349.0000	14	43.0000	2,114	8,453.4000	
Ending Balance Variance			0	.0000	0	.0000	0	.0000	0	.0000	

**Contents:**

- **Date range:** The date range defined for the report (the *From* and *To* dates selected at the Inventory Valuation Report screen (**PIVR**)).

## CWDirect 18.0

Units and dollars for each warehouse type (Allocatable, Store, Non-allocatable).

- **Valuation starting units:** The number of inventory units up to, but not including, the *From date* entered at the Inventory Valuation Report screen. **Note:** The system does not include the number of units associated with a \* transaction code.
  - **Allocatable:** The system totals the *Units* field in the Item Transaction Control file for each record whose *Warehouse* type is “Allocatable” and whose *Date* is before the *From date*.
  - **Store:** The system totals the *Units* field in the Item Transaction Control file for each record whose *Warehouse* type is “Store” and whose *Date* is before the *From date*.
  - **Non-allocatable:** The system totals the *Units* field in the Item Transaction Control file for each record whose *Warehouse* type is “Non-allocatable” and whose *Date* is before the *From date*.
- **Valuation starting dollars:** The dollar value of the inventory units up to, but not including, the *From date* entered at the Inventory Valuation Report screen.
  - **Allocatable:** The system totals the *Cost* field in the Item Transaction Control file for each record whose *Warehouse* type is “Allocatable” and whose *Date* is before the *From date*.
  - **Store:** The system totals the *Cost* field in the Item Transaction Control file for each record whose *Warehouse* type is “Store” and whose *Date* is before the *From date*.
  - **Non-allocatable:** The system totals the *Cost* field in the Item Transaction Control file for each record whose *Warehouse* type is “Non-allocatable” and whose *Date* is before the *From date*.
- **Valuation ending units:** The number of inventory units up to, and including, the *To date* entered at the Inventory Valuation Report screen. **Note:** The system does not include the number of units associated with a \* transaction code.
  - **Allocatable:** The system totals the *Units* field in the Item Transaction Control file for each record whose *Warehouse* type is “Allocatable” and whose *Date* falls on or before the *To date*.
  - **Store:** The system totals the *Units* field in the Item Transaction Control file for each record whose *Warehouse* type is “Store” and whose *Date* falls on or before the *To date*.
  - **Non-allocatable:** The system totals the *Units* field in the Item Transaction Control file for each record whose *Warehouse* type is “Non-allocatable” and whose *Date* falls on or before the *To date*.
- **Valuation ending dollars:** The dollar value of the inventory units up to, and including, the *To date* entered at the Inventory Valuation Report screen.

## CWDirect 18.0

- **Allocatable:** The system totals the *Cost* field in the Item Transaction Control file for each record whose *Warehouse* type is “Allocatable” and whose *Date* falls on or before the *To date*.
- **Store:** The system totals the *Cost* field in the Item Transaction Control file for each record whose *Warehouse* type is “Store” and whose *Date* falls on or before the *To date*.
- **Non-allocatable:** The system totals the *Cost* field in the Item Transaction Control file for each record whose *Warehouse* type is “Non-allocatable” and whose *Date* falls on or before the *To date*.
- **Valuation change units:** The difference between the valuation starting units and the valuation ending units.
  - **Allocatable:** The system uses this calculation: Allocatable valuation starting units - Allocatable valuation ending units = Allocatable valuation change units.
  - **Store:** The system uses this calculation: Store valuation starting units - Store valuation ending units = Store valuation change units.
  - **Non-allocatable:** The system uses this calculation: Non-allocatable valuation starting units - Non-allocatable valuation ending units = Non-allocatable valuation change units.
- **Valuation change dollars:** The difference between the valuation starting dollars and the valuation ending dollars.
  - **Allocatable:** The system uses this calculation: Allocatable valuation starting dollars - Allocatable valuation ending dollars = Allocatable valuation change dollars.
  - **Store:** The system uses this calculation: Store valuation starting dollars - Store valuation ending dollars = Store valuation change dollars.
  - **Non-allocatable:** The system uses this calculation: Non-allocatable valuation starting dollars - Non-allocatable valuation ending dollars = Non-allocatable valuation change dollars.
- **Transaction change units:** The number of units for all inventory transactions that occurred within the date range entered at the Inventory Valuation Report screen.
  - **Allocatable:** The value from the *Total allocatable units* field on this report.
  - **Store:** The value from the *Total store units* field on this report.
  - **Non-allocatable:** The value from the *Total non-allocatable units* field on this report.
- **Transaction change dollars:** The dollar value for all inventory transactions that occurred within the date range entered at the Inventory Valuation Report screen.

## CWDirect 18.0

- **Allocatable:** The value from the *Total allocatable dollars* field on this report.
- **Store:** The value from the *Total store dollars* field on this report.
- **Non-allocatable:** The value from the *Total non-allocatable dollars* field on this report.
- **Variance change units:** The difference between the transaction change units and the valuation change units. A value in this field indicates a discrepancy between the inventory units as defined in the Item Transaction Control file and the inventory units as defined in the Item Transaction History file.
  - **Allocatable:** The system uses this calculation:  $\text{Allocatable transaction change units} - \text{Allocatable valuation change units} = \text{Allocatable variance change units}$ .
  - **Store:** The system uses this calculation:  $\text{Store transaction change units} - \text{Store valuation change units} = \text{Store variance change units}$ .
  - **Non-allocatable:** The system uses this calculation:  $\text{Non-allocatable transaction change units} - \text{Non-allocatable valuation change units} = \text{Non-allocatable variance change units}$ .
- **Variance change dollars:** The difference between the transaction change dollars and valuation change dollars. A value in this field indicates a discrepancy between the inventory dollars as defined in the Item Transaction Control file and the inventory dollars as defined in the Item Transaction History file.
  - **Allocatable:** The system uses this calculation:  $\text{Allocatable transaction change dollars} - \text{Allocatable valuation change dollars} = \text{Allocatable variance change dollars}$ .
  - **Store:** The system uses this calculation:  $\text{Store transaction change dollars} - \text{Store valuation change dollars} = \text{Store variance change dollars}$ .
  - **Non-allocatable:** The system uses this calculation:  $\text{Non-allocatable transaction change dollars} - \text{Non-allocatable valuation change dollars} = \text{Non-allocatable variance change dollars}$ .
- **Totals:** The totals for each of the above categories across all types of warehouses (Allocatable, Store, and Non-allocatable).
  - **Valuation starting units:** The total valuation starting units, across all warehouse types. The system uses this calculation:  $\text{Allocatable valuation starting units} + \text{Store valuation starting units} + \text{Non-allocatable valuation starting units} = \text{Total valuation starting units}$ .
  - **Valuation starting dollars:** The total valuation starting dollars, across all warehouse types. The system uses this calculation:  $\text{Allocatable valuation starting dollars} + \text{Store valuation starting dollars} + \text{Non-allocatable valuation starting dollars} = \text{Total valuation starting dollars}$ .

## CWDirect 18.0

- **Valuation ending units:** The total valuation ending units, across all warehouse types. The system uses this calculation:  
Allocatable valuation ending units + Store valuation ending units + Non-allocatable valuation ending units = Total valuation ending units.
- **Valuation ending dollars:** The total valuation ending dollars, across all warehouse types. The system uses this calculation:  
Allocatable valuation ending dollars + Store valuation ending dollars + Non-allocatable valuation ending dollars = Total valuation ending dollars.
- **Valuation change units:** The total valuation change units, across all warehouse types. The system uses this calculation:  
Allocatable valuation change units + Store valuation change units + Non-allocatable valuation change units = Total valuation change units.
- **Valuation change dollars:** The total valuation change dollars, across all warehouse types. The system uses this calculation:  
Allocatable valuation change dollars + Store valuation change dollars + Non-allocatable valuation change dollars = Total valuation change dollars.
- **Transaction change units:** The total transaction change units, across all warehouse types. The system uses this calculation:  
Allocatable transaction change units + Store transaction change units + Non-allocatable transaction change units = Total transaction change units.
- **Transaction change dollars:** The total transaction change dollars, across all warehouse types. The system uses this calculation:  
Allocatable transaction change dollars + Store transaction change dollars + Non-allocatable transaction change dollars = Total transaction change dollars.
- **Variance change units:** The total variance change units, across all warehouse types. The system uses this calculation:  
Allocatable variance change units + Store variance change units + Non-allocatable variance change units = Total variance change units.
- **Variance change dollars:** The total variance change dollars, across all warehouse types. The system uses this calculation:  
Allocatable variance change dollars + Store variance change dollars + Non-allocatable variance change dollars = Total variance change dollars.
- **Starting balance (value):** The starting balances for each type of warehouse (Allocatable, Store, and Non-allocatable).
  - **Allocatable units:** The value from the *Allocatable valuation starting units* field on this report.
  - **Allocatable dollars:** The value from the *Allocatable valuation starting dollars* field on this report.
  - **Store units:** The value from the *Store valuation starting units* field on this report.
  - **Store dollars:** The value from the *Store valuation starting dollars* field on this report.
  - **Non-allocatable units:** The value from the *Non-allocatable valuation starting units* field on this report.

## CWDirect 18.0

- **Non-allocatable dollars:** The value from the *Non-allocatable valuation starting dollars* field on this report.
- **Total units:** The *Valuation starting units* across all warehouse types (Allocatable, Store, and Non-allocatable). The system uses this calculation: Starting balance allocatable units + Starting balance store units + Starting balance non-allocatable units = Starting balance total units.
- **Total dollars:** The *Valuation starting dollars* across all warehouse types (Allocatable, Store, and Non-allocatable). The system uses this calculation: Starting balance allocatable dollars + Starting balance store dollars + Starting balance non-allocatable dollars = Starting balance total dollars.

For all inventory transactions that occurred within the date range entered at the Inventory Valuation Report screen, the system provides unit and dollar totals. If an inventory transaction did not have any activity during the date range specified, the unit and dollar totals indicate a 0 balance.

- **Transaction code:** A code that represents an inventory transaction, such as **A** = inventory adjustment. All transaction codes defined in the Item Transaction Code file print on this report; the system sorts the transaction codes in alphabetical sequence.
- **Description:** A description of the transaction code. **Note:** If a transaction reason code has been used, separate totals are provided for each reason code; in this case, the description of the reason code is listed instead of the description of the transaction code; the reason code itself is also listed. Also, in this situation, the transaction code itself is listed first, with the totals for transactions that took place without a reason code, followed by a separate line for each different reason code used with the transaction. For example, you have processed transfer (**T**) transactions with:
  - no reason code
  - reason code 1 (REPLENISH PRIMARY)
  - reason code 2 (OVERSTOCK TO BULK)

The report includes the following three lines for transfer totals:

- T Transfer
- T REPLENISH PRIMARY (1)
- T OVERSTOCK TO BULK (2)

For each inventory transaction code/reason:

## CWDirect 18.0

- **Allocatable units:** The number of units in “Allocatable” warehouses for the specific inventory transaction code/reason that occurred within the date range entered at the Inventory Valuation Report screen. The system totals the *Qty* field in the Item Transaction History file for the specified *Transaction code* and *Transaction reason* whose *Warehouse* type is “Allocatable” and whose *Date* falls on or within the date range defined.
- **Allocatable dollars:** The dollar value for the number of units in “Allocatable” warehouses for the specific inventory transaction code/reason that occurred within the date range entered at the Inventory Valuation Report screen. The system uses this calculation for records in the Item Transaction History file with the specified *Transaction code* and *Transaction reason* whose *Warehouse* type is “Allocatable” and whose *Date* falls on or within the date range defined:  $Cost \times Qty = \text{Allocatable dollars}$ .
- **Store units:** The number of units in “Store” warehouses for the specific inventory transaction code/reason that occurred within the date range entered at the Inventory Valuation Report screen. The system totals the *Qty* field in the Item Transaction History file for the specified *Transaction code* and *Transaction reason* whose *Warehouse* is store and whose *Date* falls on or within the date range defined.
- **Store dollars:** The dollar value for the number of units in “Store” warehouses for the specific inventory transaction code/reason that occurred within the date range entered at the Inventory Valuation Report screen. The system uses this calculation for records in the Item Transaction History file with the specified *Transaction code* and *Transaction reason* whose *Warehouse* type is “Store” and whose *Date* falls on or within the date range defined:  $Cost \times Qty = \text{Store dollars}$ .
- **Non-allocatable units:** The number of units in “Non-allocatable” warehouses for the specific inventory transaction code/reason that occurred within the date range entered at the Inventory Valuation Report screen. The system totals the *Qty* field in the Item Transaction History file for the specified *Transaction code* and *Transaction reason* whose *Warehouse* is non-allocatable and whose *Date* falls on or within the date range defined.
- **Non-allocatable dollars:** The dollar value for the number of units in “Non-allocatable” warehouses for the specific inventory transaction code/reason that occurred within the date range entered at the Inventory Valuation Report screen. The system uses this calculation for records in the Item Transaction History file with the specified *Transaction code* and *Transaction reason* whose *Warehouse* type is “Non-allocatable” and whose *Date* falls on or within the date range defined:  $Cost \times Qty = \text{Allocatable dollars}$ .
- **Total units:** The number of units across all warehouse types (Allocatable, Store, and Non-allocatable) for the specific inventory transaction code/reason that occurred within the date range entered at the Inventory Valuation Report screen. The system uses this calculation:  $\text{Allocatable units} + \text{Store units} + \text{Non-allocatable units} = \text{Total units}$ .
- **Total dollars:** The dollar value for the number of units across all warehouse types (Allocatable, Store, and Non-allocatable) for the specific inventory transaction code/reason that occurred within the date range entered at the Inventory Valuation Report

## CWDirect 18.0

screen. The system uses this calculation: Allocatable dollars + Store dollars + Non-allocatable dollars = Total dollars.

- **Total:** The totals for each of the above categories (*Allocatable units, Allocatable dollars, Store units, Store dollars, Non-allocatable units, Non-allocatable dollars, Total units, Total dollars*) across all types of inventory transactions.
  - **Allocatable units:** The number of units in “Allocatable” warehouses across all inventory transactions that occurred within the date range entered at the Inventory Valuation Report screen. The system totals the *Qty* field in the Item Transaction History file for each record whose *Warehouse* type is “Allocatable” and whose *Date* falls on or within the date range defined.
  - **Allocatable dollars:** The dollar value for the number of units in “Allocatable” warehouses across all inventory transactions that occurred within the date range entered at the Inventory Valuation Report screen. The system uses this calculation for records in the Item Transaction History file whose *Warehouse* type is “Allocatable” and whose *Date* falls on or within the date range defined:  $Cost \times Qty = \text{Allocatable transaction change dollars}$ .
  - **Store units:** The number of units in “Store” warehouses across all inventory transactions that occurred within the date range entered at the Inventory Valuation Report screen. The system totals the *Qty* field in the Item Transaction History file for each record whose *Warehouse* type is “Store” and whose *Date* falls on or within the date range defined.
  - **Store dollars:** The dollar value for the number of units in “Store” warehouses across all inventory transactions that occurred within the date range entered at the Inventory Valuation Report screen. The system uses this calculation for records in the Item Transaction History file whose *Warehouse* type is “Store” and whose *Date* falls on or within the date range defined:  $Cost \times Qty = \text{Store transaction change dollars}$ .
  - **Non-allocatable units:** The number of units in “Non-allocatable” warehouses across all inventory transactions that occurred within the date range entered at the Inventory Valuation Report screen. The system totals the *Qty* field in the Item Transaction History file for each record whose *Warehouse* type is “Non-allocatable” and whose *Date* falls on or within the date range defined.
  - **Non-allocatable dollars:** The dollar value for the number of units in “Non-allocatable” warehouses across all inventory transactions that occurred within the date range entered at the Inventory Valuation Report screen. The system uses this calculation for records in the Item Transaction History file whose *Warehouse* type is “Non-allocatable” and whose *Date* falls on or within the date range defined:  $Cost \times Qty = \text{Non-allocatable transaction change dollars}$ .
  - **Total units:** The total number of units, across all warehouse types and all inventory transactions, that occurred within the date range entered at the Inventory Valuation Report screen. The system uses this calculation:  $Total \text{ allocatable units} + Total \text{ Store units} + Total \text{ Non-allocatable units} = Total \text{ total units}$ .

## CWDirect 18.0

- **Total dollars:** The dollar value for the total number of units, across all warehouses and all inventory transactions, that occurred within the date range entered at the Inventory Valuation Report screen. The system uses this calculation:  $\text{Total allocatable dollars} + \text{Total Store dollars} + \text{Total Non-allocatable dollars} = \text{Total total dollars}$ .

For each of the allocatable/store/non-allocatable unit and dollar buckets:

- **Ending balance (transactions):** The ending inventory balance from the Item Transaction History file, including all inventory transactions up to the *To* date.
  - **Allocatable units:** The system uses this calculation:  $\text{Starting balance allocatable units} + \text{Total allocatable units} = \text{Ending balance (transactions) allocatable units}$ .
  - **Allocatable dollars:** The system uses this calculation:  $\text{Starting balance allocatable dollars} + \text{Total allocatable dollars} = \text{Ending balance (transactions) allocatable dollars}$ .
  - **Store units:** The system uses this calculation:  $\text{Starting balance store units} + \text{Total store units} = \text{Ending balance (transactions) store units}$ .
  - **Store dollars:** The system uses this calculation:  $\text{Starting balance store dollars} + \text{Total store dollars} = \text{Ending balance (transactions) store dollars}$ .
  - **Non-allocatable units:** The system uses this calculation:  $\text{Starting balance non-allocatable units} + \text{Total non-allocatable units} = \text{Ending balance (transactions) non-allocatable units}$ .
  - **Non-allocatable dollars:** The system uses this calculation:  $\text{Starting balance non-allocatable dollars} + \text{Total non-allocatable dollars} = \text{Ending balance (transactions) non-allocatable dollars}$ .
  - **Total units:** The system uses this calculation:  $\text{Ending balance (transactions) allocatable units} + \text{Ending balance (transactions) store units} + \text{Ending balance (transactions) non-allocatable units} = \text{Ending balance (transactions) total units}$ .
  - **Total dollars:** The system uses this calculation:  $\text{Ending balance (transactions) allocatable dollars} + \text{Ending balance (transactions) store dollars} + \text{Ending balance (transactions) non-allocatable dollars} = \text{Ending balance (transactions) total units}$ .
- **Ending balance (value):** The ending inventory balance from the Item Transaction Control file, including all transaction dates up to the *To* date.
  - **Allocatable units:** The *Allocatable valuation ending units*.
  - **Allocatable dollars:** The *Allocatable valuation ending dollars*.

## CWDirect 18.0

- **Store units:** The *Store valuation ending units*.
- **Store dollars:** The *Store valuation ending dollars*.
- **Non-allocatable units:** The *Non-allocatable valuation ending units*.
- **Non-allocatable dollars:** The *Non-allocatable valuation ending dollars*.
- **Total units:** The system uses this calculation: Allocatable valuation ending units + Store valuation ending units + Non-allocatable valuation ending units = Ending balance (value) total units.
- **Total dollars:** The system uses this calculation: Allocatable valuation ending dollars + Store valuation ending dollars + Non-allocatable valuation ending dollars = Ending balance (value) total dollars.
- **Ending balance (variance):** The difference between the transactions ending balance and the value ending balance. A value in these fields indicates a discrepancy between the inventory balance as defined in the Item Transaction Control file and the inventory balance as defined in the Item Transaction History file.
  - **Allocatable units:** The system uses this calculation: Ending balance (transactions) allocatable units - Ending balance (value) allocatable units = Ending balance (variance) allocatable units.
  - **Allocatable dollars:** The system uses this calculation: Ending balance (transactions) allocatable dollars - Ending balance (value) allocatable dollars = Ending balance (variance) allocatable dollars.
  - **Store units:** The system uses this calculation: Ending balance (transactions) store units - Ending balance (value) store units = Ending balance (variance) store units.
  - **Store dollars:** The system uses this calculation: Ending balance (transactions) store dollars - Ending balance (value) store dollars = Ending balance (variance) store dollars.
  - **Non-allocatable units:** The system uses this calculation: Ending balance (transactions) non-allocatable units - Ending balance (value) non-allocatable units = Ending balance (variance) non-allocatable units.
  - **Non-allocatable dollars:** The system uses this calculation: Ending balance (transactions) non-allocatable dollars - Ending balance (value) non-allocatable dollars = Ending balance (variance) non-allocatable dollars.
  - **Total units:** The system uses this calculation: Ending balance (transactions) allocatable units + Ending balance (transactions) store units + Ending balance (transactions) non-allocatable units = Ending balance (value) total units.
  - **Total dollars:** The system uses this calculation: Ending balance (transactions) allocatable dollars + Ending balance (transactions) store dollars + Ending balance (transactions) non-allocatable dollars = Ending balance (value) total dollars.

## Inventory Transaction Analysis Report

**Purpose:** Use this report to review a summary of inventory transactions by date, warehouse, transaction code and reason code. Totals are provided at the end of the report for each warehouse, date, and across all warehouses and dates.

For each date/warehouse/transaction code/reason code combination, the system provides unit and dollar totals.

This report sorts in date/warehouse/transaction code/transaction reason sequence.

**How to print:** Complete the Print Inventory Transaction Analysis screen (**PITA**) with the *Print detail* flag **unselected**.

CWDirect				Rel 8.5	Inventory Transaction Analysis			KBOTTGER	INR1501	6/11/04 13:38:20	Page 1
				KAB Co.							
Transaction Dates . . . . :				6/08/04 to 6/10/04							
Excluded Item Classes . . :				CPG CSH GC							
Alloc/Non-Alloc/Store . . :											
Warehouse . . . . . :				000							
Transaction Code . . . . :											
Reason Code . . . . . :				00							
Date	Whse	T	RC	Total Trns	(+) Units	(+) Cost	(-) Units	(-) Cost			
6/08/04	30	A	0	1	8	64.0000	0	.0000			
	Total for Whse 30 :			1	8	64.0000	0	.0000			
6/08/04	204	A	0	3	33	566.5000	1-	1.5000-			
	Total for Whse 204 :			3	33	566.5000	1-	1.5000-			
	Total for 6/08/04 :			4	41	630.5000	1-	1.5000-			
6/09/04	30	A	0	1	9	81.0000	0	.0000			
6/09/04	30	A	6	1	4	17.7600	0	.0000			
6/09/04	30	A	7	1	12	119.8800	0	.0000			
	Total for Whse 30 :			3	25	218.6400	0	.0000			
6/09/04	204	A	0	3	42	1,075.5000	1-	1.5000-			
6/09/04	204	C	0	1	5	27.5000	0	.0000			
6/09/04	204	O	0	1	4	18.0000	0	.0000			
	Total for Whse 204 :			5	51	1,121.0000	1-	1.5000-			
	Total for 6/09/04 :			8	76	1,339.6400	1-	1.5000-			
6/10/04	204	A	0	2	43	1,720.0000	1-	1.5000-			
	Total for Whse 204 :			2	43	1,720.0000	1-	1.5000-			
	Total for 6/10/04 :			2	43	1,720.0000	1-	1.5000-			
	Grand Total :			14	160	3,690.1400	3-	4.5000-			

## Contents:

- **Transaction dates:** The date range you entered at the Print Inventory Transaction Analysis screen, limiting the report to inventory transactions that occurred on or within this date range.
- **Excluded item classes:** Code(s) for the item class(es) you excluded at the Print Inventory Transaction Analysis screen. If you excluded an item class, the system does not include inventory transactions associated with the item class on the report.
- **Alloc/Non-alloc/Store:** A code for the warehouse type you selected at the Print Inventory Transaction Analysis screen. If you defined a warehouse type, the system limits the data on this report to those inventory transactions associated with the specified warehouse type.
- **Warehouse:** A code for the warehouse you selected at the Print Inventory Transaction Analysis screen. If you defined a warehouse, the system limits the data on this report to those inventory transactions associated with the specified warehouse.
- **Transaction code:** A code for the inventory transaction you selected at the Print Inventory Transaction Analysis screen. If you defined a transaction code, the system limits the data on this report to those inventory transactions associated with the specified transaction code.
- **Reason code:** A code for the inventory transaction reason you selected at the Print Inventory Transaction Analysis screen. If you defined a reason code, the system limits the data on this report to those inventory transactions associated with the specified reason code.
- **Date:** The date on which the inventory transaction occurred. This is the *Date* field from the Item Transaction History file.
- **Whse (warehouse):** A code for the warehouse where the inventory transaction occurred. This is the *Warehouse* field from the Item Transaction History file.
- **T (transaction code):** A code for the inventory transaction code associated with the inventory transaction. This is the *Transaction code* field from the Item Transaction History file.
- **RC (reason code):** A code for the inventory transaction reason code associated with the inventory transaction. This is the *Transaction reason* field from the Item Transaction History file. **0** prints if the inventory transaction is not associated with a reason code.

For each date/warehouse/transaction code/reason code combination, the system provides unit and dollar totals.

## CWDirect 18.0

- **Total trns** (total transactions): The number of inventory transactions that occurred on the specified date for the specified warehouse, transaction code and reason code. The system totals the number of records in the Item Transaction History file for the specified *Date, Warehouse, Transaction code, and Transaction reason*.
- **(+) Units**: The number of units added to the specified warehouse, for the specified date, transaction code, and reason code. The system totals the *Qty* field in the Item Transaction History file for each record with a *Positive effect on inventory* for the specified *Date, Warehouse, Transaction code, and Transaction reason*.
- **(+) Cost**: The dollar value increase for the number of inventory transactions that occurred on the specified date for the specified warehouse, transaction code and reason code. The system uses this calculation for records in the Item Transaction History file with a *Positive effect on inventory* for the specified *Date, Warehouse, Transaction code, and Transaction reason*:  $Cost \times Qty = (+) Cost$ .
- **(-) Units**: The number of units subtracted from the specified warehouse, for the specified date, transaction code and reason code. The system totals the *Qty* field in the Item Transaction History file for each record with a *Negative effect on inventory* for the specified *Date, Warehouse, Transaction code, and Transaction reason*.
- **(-) Cost**: The dollar value decrease for the number of inventory transactions that occurred on the specified date for the specified warehouse, transaction code and reason code. The system uses this calculation for records in the Item Transaction History file with a *Negative effect on inventory* for the specified *Date, Warehouse, Transaction code, and Transaction reason*:  $Cost \times Qty = (+) Cost$ .

### Totals:

- **Total for warehouse**: Totals by warehouse for:
  - **Total transactions**: The number of inventory transactions that occurred on the specified date for the specified warehouse, across all transaction codes and reason codes. The system totals the number of records in the Item Transaction History file for the specified *Date and Warehouse*.
  - **(+) Units**: The number of units added to the specified warehouse for the specified date, across all transaction codes and reason codes. The system totals the *Qty* field in the Item Transaction History file for each record with a *Positive effect on inventory* for the specified *Date and Warehouse*.
  - **(+) Cost**: The dollar value increase for the number of inventory transactions that occurred on the specified date for the specified warehouse, across all transaction codes and reason codes. The system uses this calculation for records in the Item Transaction History file with a *Positive effect on inventory* for the specified *Date and Warehouse*:  $Cost \times Qty = (+) Cost$ .

## CWDirect 18.0

- **(-) Units:** The number of units subtracted from the specified warehouse for the specified date, across all transaction codes and reason codes. The system totals the *Qty* field in the Item Transaction History file for each record with a *Negative effect on inventory* for the specified *Date* and *Warehouse*.
- **(-) Cost:** The dollar value decrease for the number of inventory transactions that occurred on the specified date for the specified warehouse, across all transaction codes and reason codes. The system uses this calculation for records in the Item Transaction History file with a *Negative effect on inventory* for the specified *Date* and *Warehouse*:  $Cost \times Qty = (+) Cost$ .
- **Total for date:** Totals by date for:
  - **Total transactions:** The number of inventory transactions that occurred on the specified date across all warehouses, transaction codes and reason codes. The system totals the number of records in the Item Transaction History file for the specified *Date*.
  - **(+) Units:** The number of units added on the specified date, across all warehouses, transaction codes and reason codes. The system totals the *Qty* field in the Item Transaction History file for each record with a *Positive effect on inventory* for the specified *Date*.
  - **(+) Cost:** The dollar value increase for the number of inventory transactions that occurred on the specified date across all warehouses, transaction codes and reason codes. The system uses this calculation for records in the Item Transaction History file with a *Positive effect on inventory* for the specified *Date*:  $Cost \times Qty = (+) Cost$ .
  - **(-) Units:** The number of units subtracted from the specified date, across all warehouses, transaction codes and reason codes. The system totals the *Qty* field in the Item Transaction History file for each record with a *Negative effect on inventory* for the specified *Date*.
  - **(-) Cost:** The dollar value decrease for the number of inventory transactions that occurred on the specified date across all warehouses, transaction codes and reason codes. The system uses this calculation for records in the Item Transaction History file with a *Negative effect on inventory* for the specified *Date*:  $Cost \times Qty = (+) Cost$ .
- **Grand total:** Final totals across all warehouses and dates for:
  - **Total transactions:** The number of inventory transactions that occurred within the date range across warehouses, transaction codes and reason codes. The system totals the number of records in the Item Transaction History file whose *Date* falls within the report's *Transaction dates*.
  - **(+) Units:** The number of units added within the date range across all warehouses, transaction codes and reason codes. The system totals the *Qty* field in the Item Transaction History file for each record with a *Positive effect on inventory* whose *Date* falls within the report's *Transaction dates*.

### CWDirect 18.0

- **(+) Cost:** The dollar value increase for the number of inventory transactions that occurred within the date range specified, across all warehouses, transaction codes and reason codes. The system uses this calculation for records in the Item Transaction History file with a *Positive effect on inventory* whose *Date* falls within the report's *Transaction dates*:  $Cost \times Qty = (+) Cost$ .
- **(-) Units:** The number of units subtracted within the date range across all warehouses, transaction codes and reason codes. The system totals the *Qty* field in the Item Transaction History file for each record with a *Negative effect on inventory* whose *Date* falls within the report's *Transaction dates*.
- **(-) Cost:** The dollar value decrease for the number of inventory transactions that occurred within the date range specified, across all warehouses, transaction codes and reason codes. The system uses this calculation for records in the Item Transaction History file with a *Negative effect on inventory* whose *Date* falls within the report's *Transaction dates*:  $Cost \times Qty = (+) Cost$ .

## Inventory Transaction Analysis Detail Report

**Purpose:** Use this report to review the details of inventory transactions by date, warehouse, transaction code and reason code. Totals are provided at the end of the report for each warehouse, date, and across all warehouses and dates. For each inventory transaction that prints on the report, the system provides unit and dollar totals.

This report sorts in date/warehouse/transaction code/reason code/item number/SKU code/time sequence.

CWDirect 18.0

**How to print:** Complete the Print Inventory Transaction Analysis screen (PITA) with the *Print detail* flag selected.

CWDirect		Rel 8.5		Inventory Transaction Analysis Detail			KBOTTGER	INR1502	6/11/04 13:54:58 Page 1	
				KAB Co.						
Transaction Dates . . . . .		6/08/04 to 6/09/04								
Excluded Item Classes . . . . .		CPG CSH GC								
Alloc/Non-Alloc/Store . . . . .										
Warehouse . . . . .		000								
Transaction Code . . . . .										
Reason Code . . . . .		00								
Date	Whs	T	RC	Item	SKU	Description	Qty	Cost	User	Time
6/08/04	30	A	0	TP1000		COPPER TEAPOT	8	64.0000	KBOTTGER	12:00:00
Total for Transaction Code/Reason Code :							8	64.0000		
Total for Whs 30 :							8	64.0000		
6/08/04	204	A	0	WL2020		SPATULA	1-	1.5000-	KBOTTGER	12:52:01
Total for Transaction Code/Reason Code :							1-	1.5000-		
Total for Whs 204 :							1-	1.5000-		
Total for 6/08/04 :							7	62.5000		
6/09/04	30	A	0	GL6098		8OZ TUMBLER	9	81.0000	KBOTTGER	01:14:15
Total for Transaction Code/Reason Code :							9	81.0000		
6/09/04	30	A	6	PL3039		WHITE SAUCER	4	17.7600	KBOTTGER	01:26:12
Total for Transaction Code/Reason Code :							4	17.7600		
6/09/04	30	A	7	NP4948		LINEN TABLECLOTH	12	119.8800	KBOTTGER	01:26:16
Total for Transaction Code/Reason Code :							12	119.8800		
Total for Whs 30 :							25	218.6400		
6/09/04	204	A	0	JP4948		JUICER	33	990.0000	KBOTTGER	01:36:44
6/09/04	204	A	0	GR8747		GARLIC PRESS	1-	1.5000-	KBOTTGER	01:42:13
Total for Transaction Code/Reason Code :							32	988.5000		
6/09/04	204	C	0	CH4847		CHEESE GRATER	5	27.5000	KBOTTGER	01:44:15
Total for Transaction Code/Reason Code :							5	27.5000		
Total for Whs 204 :							37	1,016.0000		
Total for 6/09/04 :							62	1,234.6400		
Grand Total :							69	1,297.1400		

**Contents:**

- **Transaction dates:** The date range you entered at the Print Inventory Transaction Analysis screen, limiting the report to inventory transactions that occurred on or within this date range.

## CWDirect 18.0

- **Excluded item classes:** Code(s) for the item class(es) you excluded at the Print Inventory Transaction Analysis screen. If you excluded an item class, the system does not include inventory transactions associated with the item class on the report.
- **Alloc/Non-alloc/Store:** A code for the warehouse type you selected at the Print Inventory Transaction Analysis screen. If you defined a warehouse type, the system limits the data on this report to those inventory transactions associated with the specified warehouse type.
- **Warehouse:** A code for the warehouse you selected at the Print Inventory Transaction Analysis screen. If you defined a warehouse, the system limits the data on this report to those inventory transactions associated with the specified warehouse.
- **Transaction code:** A code for the inventory transaction you selected at the Print Inventory Transaction Analysis screen. If you defined a transaction code, the system limits the data on this report to those inventory transactions associated with the specified transaction code.
- **Reason code:** A code for the inventory transaction reason you selected at the Print Inventory Transaction Analysis screen. If you defined a reason code, the system limits the data on this report to those inventory transactions associated with the specified reason code.

For each inventory transaction in the Inventory Transaction History file that falls within the report's date range:

- **Date:** The date on which the inventory transaction occurred. This is the *Date* field from the Inventory Transaction History file.
- **Whse (warehouse):** A code for the warehouse where the inventory transaction occurred. This is the *Warehouse* field from the Inventory Transaction History file.
- **T (transaction code):** A code for the inventory transaction code associated with the inventory transaction. This is the *Transaction code* field from the Inventory Transaction History file.
- **RC (reason code):** A code for the inventory transaction reason code associated with the inventory transaction. This is the *Transaction reason* field from the Inventory Transaction History file. **0** prints if the inventory transaction is not associated with a reason code.
- **Item:** A code for the item associated with the inventory transaction. This is the *Item number* field from the Inventory Transaction History file.
- **SKU:** The SKU code for the item associated with the inventory transaction. This is the *SKU code* field from the Inventory Transaction History file.

## CWDirect 18.0

- **Description:** A description of the item.
- **Qty:** The number of units of the item associated with the inventory transaction for the specified date, warehouse, transaction code, and transaction reason. The report displays the *Qty* field for each inventory transaction record in the Item Transaction History file that meets the specified *Item, SKU, Date, Warehouse, Transaction code, and Transaction reason* on a separate line of the report.
- **Cost:** The dollar value for the number of units of the item associated with the inventory transaction for the specified date, warehouse, transaction code, and transaction reason. The report displays the *Cost* field for each inventory transaction record in the Item Transaction History file that meets the specified *Item, SKU, Date, Warehouse, Transaction code, and Transaction reason*.
- **User:** The user ID of the user who performed the inventory transaction. This is the *User* field in the Item Transaction History file.
- **Time:** The time the inventory transaction occurred. This is the *Time* field in the Inventory Transaction History file.

Totals:

- **Total for transaction code/reason code:** Totals by transaction code and reason code for:
  - **Qty:** The number of units of the item associated with the inventory transaction for the specified date, warehouse, transaction code, and transaction reason. The system totals the *Qty* field in the Item Transaction History file for each record that meets the specified *Item, SKU, Date, Warehouse, Transaction code, and Transaction reason*.
  - **Cost:** The dollar value for the number of units of the item associated with the inventory transaction for the specified date, warehouse, transaction code, and transaction reason. The system totals the *Cost* field in the Item Transaction History file for each record that meets the specified *Item, SKU, Date, Warehouse, Transaction code, and Transaction reason*.
- **Total for Whs:** Totals by warehouse for:
  - **Qty:** The number of units of the item associated with the inventory transaction for the specified date and warehouse, across all transaction codes and transaction reasons. The system totals the *Qty* field in the Item Transaction History file for each record that meets the specified *Item, SKU, Date, and Warehouse*.
  - **Cost:** The dollar value for the number of units of the item associated with the inventory transaction for the specified date and warehouse, across all transaction codes and transaction reasons. The system totals the *Cost* field in the Item Transaction History file for each record that meets the specified *Item, SKU, Date, and Warehouse*.
- **Total for date:** Totals by date for:

*CWDirect 18.0*

- **Qty:** The number of units of the item associated with the inventory transaction for the specified date, across all warehouses, transaction codes and transaction reasons. The system totals the *Qty* field in the Item Transaction History file for each record that meets the specified *Item*, *SKU*, and *Date*.
- **Cost:** The dollar value for the number of units of the item associated with the inventory transaction for the specified date, across all warehouses, transaction codes and transaction reasons. The system totals the *Cost* field in the Item Transaction History file for each record that meets the specified *Item*, *SKU*, and *Date*.
- **Grand total:** Final totals across all warehouses and dates for:
  - **Qty:** The number of units associated with the inventory transactions that occurred within the date range, across all items, warehouses, transaction codes and transaction reasons. The system totals the *Qty* field in the Item Transaction History file for each record whose *Date* falls within the report's *Transaction dates*.
  - **Cost:** The dollar value associated with the inventory transactions that occurred within the date range, across all items, warehouses, transaction codes and transaction reasons. The system totals the *Cost* field in the Item Transaction History file for each record whose *Date* falls within the report's *Transaction dates*.

## Finished Good/Component On Hand Report

**How to print:** Complete the Finished Good/Component On Hand Screen (**MFGO**).

CWDirect Rel 2.5      Finished Good/Component on Hand      KAREN\_L INR0883 12/09/97 12:49:40 Page 1  
 The KL Mail Order Company

Warehouse	3 TAN CATALOG WAREHOUSE							
Item	SKU	Description	Kit Qty	On Hand	Reserved	Back Ordered	On Order	
FRUIT BASKET		DELUXE FRUIT BASKET		16	0	0		
APPLES		DELUXE FRUIT BASKET	6	2	1	0	0	
ORANGES		DELUXE FRUIT BASKET	4	36	0	0	0	
GRAPEFRUIT		DELUXE FRUIT BASKET	2	68	4	0	0	
PEARS		DELUXE FRUIT BASKET	4	36	0	0	0	
BANANAS		DELUXE FRUIT BASKET	2	68	0	0	5	
SAMPLER		SNACK SAMPLER		2	0	0		
APPLES		SNACK SAMPLER	4	2	1	0	0	
APRICOTS		SNACK SAMPLER	2	96	0	0	15	
STRAWBERRIES		SNACK SAMPLER	10	80	0	0	0	
KIWIS		SNACK SAMPLER	4	92	0	0	0	
PLUMS		SNACK SAMPLER	4	92	1	0	0	

### Contents:

- Warehouse
- Item
- SKU
- Item description
- Kit quantity (the quantity of the component item needed to make up the finished good)
- On hand quantity
- Reserved quantity
- Back order quantity
- On order quantity

## Finished Good Explosion Report

**How to print:** Complete the Finished Goods Explosion Screen (**MKEX**).

---

CWDirect Rel 2.5	Finished Good Explosion	KAREN_L INR0268 12/09/97 9:42:04 Page 1
	The KL Mail Order Company	
Warehouse 3 TAN CATALOG WAREHOUSE		

Item	SKU	On Hand	Reserve	B/O
FRUIT BASKET		16	0	0
Item	SKU	O/H Qty	Qty	Qty Req
APPLES		16	6	0
ORANGES		16	4	0
GRAPEFRUIT		16	2	0
PEARS		16	4	0
BANANAS		16	2	0
SAMPLER		2	0	0
Item	SKU	O/H Qty	Qty	Qty Req
APRICOTS		2	2	0
STRAWBERRIES		2	10	0
KIWIS		2	4	0
PLUMS		2	4	0

---

### Contents:

- Warehouse code and description
- Finished good item
- Finished good SKU
- Finished good on hand quantity
- Finished good reserved quantity
- Finished good backorder quantity
- Component item
- Component SKU
- Component on hand quantity

*CWDirect 18.0*

- Component kit quantity (quantity needed to make up the finished good)
- Component requested quantity



## Where Set Component Item Used Report

**How to print:** Complete the Where Set Component Item Usage Screen (**MSCU**).

---

CWDirect Rel 2.5	Where Set Component Item Used	KAREN_L	INR0251	12/08/97	16:13:46	Page 1
The KL Mail Order Company						
Component item BL9E						
Item	SKU	Qty	Cost %	CG		
SET874		1	30.00	0		

---

### Contents:

- Component item
- Set item
- Set SKU
- Set quantity (the quantity of the component item need to make up the set)
- Cost percent (the percentage of the set's cost that this item comprises)
- Coordinate group number

## Where Variable Set Component Used Report

**How to print:** Complete the Where Variable Set Component Usage Screen (**MVCU**).

---

CWDirect Rel 2.5	Where Variable Set Component Used	KAREN_L	INR0255	12/08/97	16:58:29	Page 1
	The KL Mail Order Company					
Component item	JACKET	BLCK				
	Item	SKU	Group Description		# of	
	SET873		1 VARIABLE SET 873		Items	

---

### Contents:

- Component item
- Variable set item
- Variable set SKU
- Group
- Group description
- Number of items (the number of units the customer must order from this group)

## PO Receiving Worksheet

**How to print:** Select **Print Receiving Worksheet** at the Work with Receipts in Control Screen (**PORC**).

PO Receiving Worksheet

KAREN\_L POR0167 11/24/97 16:12:39 Page 1

The KL Mail Order Company

Purchase Order #: 372 Vendor: 101 TAN CATALOG VENDOR

Terms: 30 Offer: JOY

Control

Info: Receiver: Entry Date: Ship #: Entry#:  
 POs: \_\_\_\_\_ Cartons: \_\_\_\_\_ Weight: \_\_\_\_\_ Cube: \_\_\_\_\_ Units: \_\_\_\_\_  
 Ship Date: \_\_\_\_\_ Ship Via: \_\_\_\_\_ Receipt Date: \_\_\_\_\_ Count Date: \_\_\_\_\_

Charges:

S BULK SHIPPING CHARGE \_\_\_\_\_  
 01 FREIGHT \_\_\_\_\_  
 02 DUTY \_\_\_\_\_

----- Vendor Inf -----

Due Date	Ln#	B/O	Qty	Item	COLR	SIZE	OTHR	Qty	UOM	Cost	Item	Qty	UOM	Qty Rcvd	Location
11/25/97	1		0	JUCR				10	EA	55.0000		0			
				THE FAMOUS JUICER MACHINE											
				Primary: T010101											
														Total received:	

### Contents:

- Purchase order number
- Vendor number and description
- Control number
- Shipper tracking number
- Terms
- Offer
- Receiver
- Entry date
- Ship number

*CWDirect 18.0*

- Entry number
- Purchase orders
- Cartons
- Weight
- Cube
- Units
- Ship date
- Ship via
- Receipt date
- Count
- Charges
- Due date
- Line number
- Backorder quantity
- Item
- SKU
- Quantity
- Unit of measure
- Cost
- Vendor item
- Vendor quantity

*CWDirect 18.0*

- Vendor unit of measure
- Quantity received
- Location
- Total received

## Receipt Cost Summary Report

**How to print:** Complete the Print P/O Costing Summary Report screen (**PRCS**).

---

CWDirect Rel 3.0                      Receipt Cost Summary                      KLETENDRE    POR0415    3/11/98    15:22:31    Page 1

The KL Mail Order Company

P/O #:            444    Control #:            179    Vendor #:            101

Item	Description	Qty	Rec	New Cost	Total Value		
AVE876	ROSE PRINT CHINA SET	876	4	PIECE CHINA	10	53.5431	535.4310
AVE549	FALL LEAVES CHINA SET	549	4	PIECE CHINA	15	53.5431	803.1465
AVE320	GOLDEN SUN CHINA SET	320	4	PIECE CHINA	15	53.5431	803.1465
AVE093	DAISY PRINT CHINA SET	093	4	PIECE CHINA	50	53.5431	2677.1550
AVE541	VINE PRINT CHINA SET	541	4	PIECE CHINA	10	54.8853	548.8530
Batch totals:					100		5367.7320

---

### Contents:

- Purchase order number
- Control number
- Vendor number
- Item number
- SKU
- Item description
- SKU description
- Quantity received
- New cost (cost at receiving time)
- Total value (extended cost: quantity received x cost = extended cost)
- Batch totals

## Receiving Worksheet--Weight Method

**How to print:** Complete the Print P/O Costing Summary Report screen (PRCS).

---

CWDirect Rel 3.0		Receiving Worksheet -- Weight Method										KLETENDRE POR0391 3/11/98 15:22:30 Page 1						
The KL Mail Order Company																		
P/O #:		444	Control #:		179	Vendor #:		101										
Item	Qty	Rec PO	Price	Exch Rate	\$Price	Unit	Disc	Net\$	Comm%	Comm/Unit	Duty%	Duty/Unit	S&H Chg	Brokerage Fee	Total Wgt	Cost/LB	Unit Wgt	Cost/Unt
AV2	10		51.1590	1.0000000	51.1590	5.1159		46.0431	5.00	2.30	10.00	4.60	20.00	34.00	180.000	.30	2.000	.60
ROSE PRINT CHINA SET																		
AV4	15		51.1590	1.0000000	51.1590	5.1159		46.0431	5.00	2.30	10.00	4.60	20.00	34.00	180.000	.30	2.000	.60
FALL LEAVES CHINA SET																		
AV5	15		51.1590	1.0000000	51.1590	5.1159		46.0431	5.00	2.30	10.00	4.60	20.00	34.00	180.000	.30	2.000	.60
GOLDEN SUN CHINA SET																		
AV7	50		51.1590	1.0000000	51.1590	5.1159		46.0431	5.00	2.30	10.00	4.60	20.00	34.00	180.000	.30	2.000	.60
DAISY PRINT CHINA SET																		
AV9	10		52.4503	1.0000000	52.4503	5.2450		47.2053	5.00	2.36	10.00	4.72	20.00	34.00	180.000	.30	2.000	.60
VINE PRINT CHINA SET																		

---

### Contents:

- Purchase order number
- Control number
- Vendor number
- Item number
- Quantity received
- Purchase order price
- Exchange rate
- Dollar price
- Unit discount amount
- Net cost (the cost after all discounts and surcharges have been applied)

*CWDirect 18.0*

- Commission percent (defined in Working with Vendor Items (**WVNI**))
- Commission per unit (net cost x commission percent = commission per unit)
- Duty percent (defined in Working with Vendor Items (**WVNI**))
- Duty per unit (net cost x duty percent = duty per unit)
- Shipping and handling charge (defined in Receiving Purchase Orders (**PORC**))
- Brokerage fee (defined in Receiving Purchase Orders (**PORC**))
- Total weight (the weight defined in Receiving Purchase Orders (**PORC**))
- Cost per pound (shipping and handling charge + brokerage fee / total weight = cost per pound)
- Unit weight (the selling weight defined in Work with Item/SKUs (**MITM**))
- Cost per unit (cost per pound / unit weight = cost per unit)

## Warehouse Utilization Report

**How to print:** Complete the Warehouse Utilization Report Selection Screen (MWUT).

CWDirect		Warehouse Utilization Report				
		CWDirect Company				
Warehouse: 1		Cubic	% of	Unit	% of	
	Location	Capacity	Cubic Vol	Capacity	Unit Vol	C
	A010101	1234567	.00	1234567	.00	1
	A011901	0	.00	0	.00	
	A011902	0	.00	0	.00	
	A012001	0	.00	0	.00	
	A012002	0	.00	0	.00	
Total Aisle:	1	1234567	.00	1234567	.00	1
	A021901	0	.00	0	.00	
	A021902	0	.00	0	.00	
	A022001	0	.00	0	.00	
	A022002	0	.00	0	.00	
Total Aisle:	2	0	.00	0	.00	
Total Zone:	A	1234567	.00	1234567	.00	1
	B010101	0	.00	0	.00	
Total Aisle:	1	0	.00	0	.00	
Total Zone:	B	0	.00	0	.00	
	C201045	0	.00	0	.00	
	C201145	0	.00	0	.00	
Total Warehouse:	1	1234567	.00	1234573	.00	1

### Contents:

- Warehouse: The warehouse code and description of the warehouse being reported.
- Location: The code of the location being reported. The report can be run for all locations, for selected zones, or for selected aisle ranges within zones.
- Cubic Capacity: The cubic capacity of the warehouse location. This value is derived from the Capacity: Cubic field in the location record.

### *CWDirect 18.0*

- **% of Cubic Vol:** The percentage of the location that is full based upon the cubic volume of the location. The value is calculated as follows:

$(\text{On-hand} \times \text{unit cubic capacity}) / \text{Total cubic capacity}$

- **Unit Capacity:** The number of units of the item that can fit in the location. This amount is defined in the Location file.
- **% of Unit Vol:** The percentage of the location that is full based upon the number of units that can be stored in the location. This value is calculated as follows:

$\text{Total on-hand in location} / \text{Unit capacity}$

- **Weight Capacity:** The total weight the location can support. This amount is defined in the Location File.
- **% of Weight Vol:** The percentage of the location that is full based upon the total item weight that the location can hold. This value is calculated as follows:

$(\text{On-hand} \times \text{Shipping weight}) / \text{Weight capacity}$

- **Total On Hand:** The total number of units on hand in the location. This value is obtained from the Item Location file.

## Inventory Control Report

**How to print:** Complete the Inventory Control Report Screen (**PINC**).

---

CWDirect Rel 3.0	Inventory Control Report	EKAPLAN	INR1142	3/18/98 10:26:49	Page 1
	EZK Mail Order				
From	3/01/98 to 3/18/98				
Warehouse	2 QUALITY ASSURANCE WAREHOUSE				
		Units		Dollars	
Inventory Starting Balance . . . . :	2,380,886		223,770,180.3460		
Inventory Ending Balance . . . . . :	2,380,858		223,769,871.9294		
			-----		
Inventory Net Change . . . . . :	28-		308.4166-		
CUSTOMER RETURN	3		10.5157		
ISSUE	41-		433.1083-		
RECEIPT	10		114.1760		
			-----		
Transaction Total . . . . . :	28-		308.4166-		
Out of Balance . . . . . :	0		.0000		

---

### Contents:

- Start date and end date represented on the report
- Warehouse code and description
- Total number of units in the warehouse and total dollar value of inventory at the start date
- Total number of units in the warehouse and total dollar of value of inventory at the end date
- Net change in units and dollars over the reporting period
- Total units and dollars represented by each time of transaction. Transaction types include:
  - adjustments
  - customer returns
  - express bills
  - issues (shipment)
  - make up kits for finished good

*CWDirect 18.0*

- actual (reset actual on-hand quantity)
- physical inventories
- purchase order receipts
- transfers
- returns to vendor
- other inventory transaction types you have defined
- total units and dollar value of all transactions
- total units and dollar value out of balance

## On Hand by Warehouse Report

**How to print:** Complete the On Hand by Warehouse List Prompt Screen (**POHW**) with the *By warehouse/by warehouse vendor* field set to **Whse** or with a *Vendor* specified.

Warehouse	Item	SKU	Description	O/H	Vendor List	Extension
10	THE MAIN WAREHOUSE					
	CA1234	1 OZ	LOOSE CATNIP FOR CATS	1	.5000	.5000
	CP10000	5 LBS	COOK AND SERVE PARROT FOOD	84	6.0000	504.0000
	PU44444		PUPPY STARTER KIT	14	2.0000	28.0000
	GR45678		GROWN YOUR OWN KITTY GREENS	15	1.0000	15.0000
	KI22222		DACHSHUND KIBBLE	152	1.0000	152.0000
	MO3333333	10 LBS	HIGH-PROTEIN MOUSE CHOW	145	1.0000	145.0000
	MO3333333	5 LBS	HIGH-PROTEIN MOUSE CHOW	145	1.0000	145.0000
	PE4444444		KITTEN TOY KIT	5	2.0000	10.0000
	PF10000		MACAW CAGE 3x3x5'	43	120.0000	5,160.0000
	MI66666		MILLET SPRAY	20	1.0000	20.0000
	SO777777		DOG WASH APPLE SCENT	44	1.0000	44.0000
	SW10000	BLUE LRGE	CABLE DOG SWEATER	131	2.0000	262.0000
	SW10000	BLUE SMLL	CABLE DOG SWEATER	66	1.5000	99.0000
	TF10000		PEANUT BUTTER DOG BISCUITS	321	4.0000	1,284.0000
	TR10000	BLCK LRGE	STRIPE DOG SWEATER	124	3.0000	372.0000
	TR10000	BLCK MEDM	STRIPE DOG SWEATER	24	3.0000	72.0000
	TR10000	BLUE MEDM	STRIPE DOG SWEATER	200	3.0000	600.0000
	WA10000		COCKATIEL CAGE 24x20x32"	315	25.0000	7,875.0000
	YE22222		WOODEN MIRROR PERCH	20	1.0000	20.0000
Warehouse Totals				1,869		16,807.5000

### Contents:

- warehouse number and description
- item code
- SKU code, if any
- item description
- total on-hand quantity for the item/SKU; does not include any purchase orders that are docked or received into suspense

### CWDirect 18.0

- based on your entry in the *Print cost* field at the On Hand by Warehouse List Prompt Screen (**POHW**):
  - **Cost:** the standard, average, or FIFO cost on the report, based on the *Costing Method (A25)* system control value. If the appropriate cost is not specified in the SKU file, the report uses the cost from the Item file. If you use FIFO costing, the unit cost of each item/SKU is not listed, only the extended cost, calculated as the totals of FIFO layers.
  - **Retail:** the most current price for the item/SKU, based on the latest *Effective date* that is not in the future. Also, the offer must still be active, based on the *End date* for the offer. If the item has SKUs, a price is listed only if there is a SKU Price record; if the item does not have SKUs, the price from the Item Price record is listed. The price does not include any discounts, price breaks, promotions, or other factors that affect selling price.
  - **Vendor list:** the vendor/item price for the item's primary vendor. No vendor/item price is listed if the item has no primary vendor, or if there is no vendor/item for the primary vendor.
  - **blank:** There is no cost or price information.
- The extended cost, retail price, or vendor list price for the item/SKU
- total on-hand quantity in the warehouse
- total extended cost, retail price, or vendor list price in the warehouse

#### Note:

- The report does not perform currency conversion when the vendor's currency is different from your own; in this situation, the unit and extended vendor/item prices may be incorrect.
- The vendor/item price is zero for kit items.

## On Hand by Vendor by Warehouse Screen

**How to print:** Complete the On Hand by Warehouse List Prompt Screen (**POHW**) with the *By warehouse/by warehouse vendor* field set to **Whse vendor** and with no *Vendor* specified.

CWDirect Rel 6.0 On Hand By Vendor By Warehouse EKAPLAN INR0881 10/03/02 11:13:10 Page 1										
Sarah`s Joke Shop										
Warehouse:	10	THE MAIN WAREHOUSE								
Vendor:	10000									
Item	SKU	Vendor Item	Vendor Desc	Returned	Issued	Adjusted	Received	O/H	Cost	Extension
				MTD	MTD	MTD	MTD	MTD		
GR45678		VI12345	TOY GRABBAG	0	1	0	0	14	5.0000	70.0000
PE444444444		VI23456	KITTEN KIT	0	0	0	0	5	4.0000	20.0000
Vendor Totals				0	1	0	0	19	9.0000	90.0000
CWDirect Rel 6.0 On Hand By Vendor By Warehouse EKAPLAN INR0881 10/03/02 11:13:10 Page 2										
Sarah`s Joke Shop										
Warehouse:	10	THE MAIN WAREHOUSE								
Vendor:	10001									
Item	SKU	Vendor Item	Vendor Desc	Returned	Issued	Adjusted	Received	O/H	Cost	Extension
				MTD	MTD	MTD	MTD	MTD		
PU44444		PP-222	PUPPY KIT	1	7	0	20	14	1.05000	14.7000
GR45678		GR-425	GROW POT	1	1	0	0	15	4.00000	60.0000
CA1234	1 OZ	KT-123	CATNIP LOOSE	1	0	0	0	1	.00000	.0000
MI66666		ML-567	MILLET 1 OUNCE	0	5	0	20	20	1.00000	20.0000
KI22222		KB-987	DACHSHUND CHOW	30	40	2	100	152	1.00000	152.0000
YE22222		PE-456	PERCH NAT WOOD	0	3	0	20	17	13.33333	226.6661
Vendor Totals				33	56	2	160	219	20.38333	473.3661

### Contents:

- warehouse number and description
- vendor number, based on the primary vendor identified for the item, regardless of whether this vendor or a different vendor actually sold you the inventory. This report starts a new page for each warehouse/vendor combination.
- item code
- SKU code, if any
- vendor/item code

## CWDirect 18.0

- vendor/item description
- the total quantity of the item/SKU returned from the customer to the warehouse month-to-date
- the total quantity of the item/SKU shipped from the warehouse month-to-date
- the total quantity of the item/SKU adjusted (using an inventory transaction code of **A**) in the warehouse month-to-date
- the total quantity of the item/SKU received on purchase orders month-to-date (this quantity is updated when you place the stock, rather than when you dock a purchase order or place inventory in suspense)
  - **Cost:** the standard, average, or FIFO cost on the report, based on the *Costing Method (A25)* system control value. If the appropriate cost is not specified in the SKU file, the report uses the cost from the Item file. If you use FIFO costing, the unit cost of each item/SKU is not listed, only the extended cost, calculated as the totals of FIFO layers
  - **Retail:** This report does not currently support printing the retail price.
  - **Vendor list:** the vendor/item price for the item's primary vendor. No vendor/item price is listed if the item has no primary vendor, or if there is no vendor/item for the primary vendor.
  - **blank:** There is no cost or price information.
- The extended cost or vendor list price for the item/SKU
- Totals for the vendor and warehouse:
  - quantity returned month-to-date
  - quantity shipped month-to-date
  - quantity adjusted month-to-date
  - quantity received month-to-date
  - quantity on-hand
  - total of all unit costs or vendor/item prices
  - total of all extended costs or vendor/item prices

### Note:

- This report does not currently support printing the retail price.
- The vendor is **0** for kit items.

*CWDirect 18.0*

- The report does not perform currency conversion when the vendor's currency is different from your own; in this situation, the unit and extended vendor/item prices may be incorrect.
- The vendor/item price is zero for kit items.

## Replenishment Detail by 'From' Location Report

This report lists the information contained in a single replenishment control request. You can use this report as a worksheet to assist you in confirming the item quantities that are replenished.

**How to print:** The system generates this report automatically when you create a Replenishment Control request. You can also generate this report by selecting **Cons. Rpt** at the Replenishment Confirmation by From Location Screen (**MSRP**).

For Replenishment Control requests that are generated by a submitted job, the system does not generate this report automatically.

### Other report options:

- [Replenishment Detail Report by Item](#)
- [Replenishment Detail Report by 'To' Location](#)
- [Consolidated Replenishment Report by From Location](#)
- [Consolidated Replenishment Report by Item/SKU](#)
- [Consolidated Replenishment Report By To Location](#)

**Priority items:** Items that you need to replenish right away are listed on the first page(s) of the report. Also, these items are indicated by an asterisk (\*).

**Why are items flagged for priority replenishment?** An item is flagged for priority replenishment if:

- you keep the item in more than one location, including both pickable and nonpickable locations, and
- the total quantity on printed pick slips is larger than the quantity currently available in the item's primary, pickable location.

In the above situation, you would need to replenish the item's primary location right away so that you will be able to fulfill all the pick slips that are currently printed.

Replenishment requests initiated by the system as the result of let down replenishment during pick slip generation are always flagged for priority replenishment, since the request is generated when there is not enough inventory in the primary location to fulfill all pick slips.

CWDirect 18.0

**Note:** Typically, you would have priority replenishment items for a replenishment request you generate at the Work with Replenish Control screen only if the *Check Location Quantities During Pick Generation (C54)* system control value is **unselected**; however, if the replenishment request is initiated by the system as let down replenishment during pick slip generation, the *Check Location Quantities During Pick Generation (C54)* system control value must be **selected**.

**Note:** The format of this report is controlled by the *Replenishment Report Program Name (E47)* system control value. The standard replenishment report program name is **FLR0049**. Your report may appear different.

CWDirect		Rel 10.0		Replenishment Detail Report		KBOTTGER	FLR1156	4/11/06 11:02:19		Page	1
-----											
Selection Criteria: Zones: Start aisle: End aisle: User: KBOTTGER											
-----											
Warehouse : 5 QUICKPICK + REPLENISHMENT											
Typ	---	Restock	---	Item	SKU	Description	Replen	Carton#	Min	Max	Qty
	From	To					Qty				Remaining
_____	B	BULK1	MAIN1	VCS10PB		TOASTER OVEN	60 P	_____	_____	_____	24
_____	B	BULK1	MAIN1	VCS10PSB		RICE COOKER	24	_____	_____	_____	0
_____	B	BULK1	MAIN1	VCS20PB		4 SLOT TOASTER	24	_____	_____	_____	0
_____	B	BULK1	MAIN1	VCS20PSB		VEGETABLE STEAM BASKET	60 P	_____	_____	_____	0
_____	B	BULK1	MAIN2	VCS20PSB		VEGETABLE STEAM BASKET	24 P	_____	_____	_____	0
_____	S	SECOND1	MAIN1	VCS10PSB		RICE COOKER	36 P	_____	_____	_____	24
_____	S	SECOND1	MAIN2	VCS20PSB		VEGETABLE STEAM BASKET	48 P	_____	_____	_____	72

**Contents:**

- Zones selected for replenishment
- Aisles selected for replenishment
- User ID of the person requesting the replenishment
- Warehouse code
- Warehouse description
- 'From' (source) location type. Valid values are **B** (bulk), **P** (primary), **S** (secondary), and **T** (temporary)

*CWDirect 18.0*

- 'From' location code
- 'To' (destination) location code
- Location type
- Item code
- SKU code
- Item description
- Quantity to replenish (**Note:** This quantity is flagged with a **P** if you will not exhaust the total on-hand quantity in the 'From' location by processing the replenishment transfer)

The following fields are enterable on this report:

- Carton # (This field appears blank unless you are using radio frequency.)
- Minimum quantity
- Maximum quantity
- Comments

## Replenishment Detail Report by Item

**How to print:** You can print this report by selecting **Cons. Rpt** at the Replenishment Confirmation By Item screen. You advance to this screen by:

- selecting **Work with generated details** for a replenishment control at the Work with Replenish Control screen (**MSRP**)
- selecting **By Item** at the Replenishment Confirmation by Item screen (**MSRP**)

This report displays the information contained in the replenishment control request. This report is not controlled by the *Replenishment Report Program Name (E47)* system control value.

---

CWDirect Rel 2.0		Replenishment Detail Report By Item	KAREN_L	FLR0050	12/13/96	10:03:59	Page 1
Selection Criteria:		Zones: A B C	Start aisle: 01		End aisle: 02	User: KAREN_L	
Warehouse :		10 THE MAIN WAREHOUSE					

Item	SKU	Item Description	To Location	From Location	Type	Quantity	Moved
BA23457		SAFETY BABY BATH	R010199	B010102	B	48	_____
CH343434		GRANDFATHER ROCKING CHAIR	Q010122	B010102	B	50	_____
DR9898988		TOOLED LEATHER BELT	A010101	B010102	B	52	_____

---

### Contents:

- Zones selected for replenishment
- Aisles selected for replenishment
- User ID of the person requesting the replenishment
- Warehouse code
- Warehouse description
- Item code
- SKU code
- Item description

*CWDirect 18.0*

- 'To' (destination) location code
- 'From' (source) location code
- 'From' location type. Valid values are **B** (bulk), **P** (primary), **S** (secondary), and **T** (temporary)
- Quantity to replenish

The following field is enterable on this report:

- Quantity moved

## Replenishment Detail Report by 'To' Location

**Purpose:** Select **To Loc Rpt** for a replenishment control at the Work with Replenish Control screen (**MSRP**).

This report displays the information contained in the replenishment control request, and is not controlled by the *Replenishment Report Program Name (E47)* system control value.

**Note:** This report is generated as a spooled file at the Work with All Spooled Files screen, rather than as a submitted job on the Work with Submitted Jobs screen.

CWDirect		Rel 10.0		Replenishment Detail Report		KBOTTGER		FLR1155		4/11/06 11:35:20		Page 1	
By To Location													
-----													
Selection Criteria:		Zones:		Start aisle:		End aisle:		User: KBOTTGER					
-----													
***REPRINT*** ***REPRINT*** ***REPRINT*** ***REPRINT*** ***REPRINT*** ***REPRINT*** ***REPRINT*** ***REPRINT***													
Warehouse : 5 QUICKPICK + REPLENISHMENT													
--- Restock ---		Typ	Item	SKU	Description	Replen	Carton#	Min	Max	Qty			
To	From					Qty				Remaining			
_____	MAIN1	BULK1	B	VCS10PB	VCS10PB LOC MAIN1, BULK1	60 P	_____	_____	_____	24			
_____	MAIN1	BULK1	B	VCS10PSB	VCS10PSB LOC MAIN1, SECOND1, BULK1	24	_____	_____	_____	0			
_____	MAIN1	SECOND1	S	VCS10PSB	VCS10PSB LOC MAIN1, SECOND1, BULK1	36 P	_____	_____	_____	24			
_____	MAIN1	BULK1	B	VCS20PB	VCS20PB LOC MAIN12, BULK12	24	_____	_____	_____	0			
_____	MAIN1	BULK1	B	VCS20PSB	VCS20PSB LOC MAIN12, SECOND12, BULK	60 P	_____	_____	_____	0			
_____	MAIN2	BULK1	B	VCS20PSB	VCS20PSB LOC MAIN12, SECOND12, BULK	24 P	_____	_____	_____	0			
_____	MAIN2	SECOND1	S	VCS20PSB	VCS20PSB LOC MAIN12, SECOND12, BULK	48 P	_____	_____	_____	72			

### Contents:

- Zones selected for replenishment
- Aisles selected for replenishment
- User ID of the person requesting the replenishment
- Warehouse code
- Warehouse description

*CWDirect 18.0*

- 'To' (destination) location code
- 'From' (source) location code
- 'From' location type. Valid values are **B** (bulk), **P** (primary), **S** (secondary), and **T** (temporary)
- Item code
- SKU code
- Item description
- Quantity to replenish (**Note:** This quantity is flagged with a **P** if you will not exhaust the total on-hand quantity in the 'From' location by processing the replenishment transfer)

**Note:** Items flagged for priority replenishment are indicated with an asterisk (\*), although they are not listed on a separate page as on the [Replenishment Detail by 'From' Location Report](#).

The following fields are enterable on this report:

- Carton # (This field appears blank unless you are using radio frequency.)
- Minimum quantity
- Maximum quantity
- Comments

## Consolidated Replenishment Report by From Location

Use the Consolidated Replenishment Detail Reports as worksheets to assist you in confirming the item quantities that are replenished when several pick slip generation jobs are processed on the same day.

Consolidated replenishment reports are controlled by the *Consolidated Replenishment Report Program Name (G49)* system control value.

**How to generate these reports:** Select **Cons. Rpt** at the Work with Replenish Control screen (**MSRP**). To select one or more replenishment requests, enter **Y** in the *Cons Rept?* field for each replenishment request you want to include.

**Important:** All replenishment requests included in a consolidated report must have the same date. If you select replenishment requests with different dates, the system will generate a different set of consolidated reports for each date.

The reports page break by warehouse, location zone and location aisle of the 'From' location.

---

CWDirect Rel 4.0	Consolidated Replenishment Report	LWARREN	INR1595	8/12/99 13:05:07	Page 1			
	By From Location							
	Consolidated replenishment report for: 8/11/99		Bill Batch#					
879	ZONE RESERVATION PICK GEN						880	ZONE
	RESERVATION PICK GEN							
CWDirect Rel 4.0	Consolidated Replenishment Report	LWARREN	INR1595	8/12/99 13:05:07	Page 2			
	By From Location							
	Consolidated replenishment report for: 8/11/99		Warehouse: 100	WAREHOUSE 100				
	Area : B01			From				
Replen	Actual	To	Location	Item	COLO STYL SIZE		UOM	Qty
Qty	Location		B010203	CROCUS VIOL	CROCUS BULBS VIOLET	10	A010203	
CWDirect Rel 4.0	Consolidated Replenishment Report	LWARREN	INR1595	8/12/99 13:05:07	Page 3			
	By From Location							
	Consolidated replenishment report for: 8/11/99		Warehouse: 100	WAREHOUSE 100				Area
	: C01			From				
Replen	Actual	To	Location	Item	COLO STYL SIZE	UOM	Qty	Qty
								Location
MONARDA				BEE BALM POTTED PLANT		2	A010203	C010203

---

**Contents:**

- Consolidated Replenishment Report for: date

**Important:** All replenishment requests included on a consolidated report must have the same date. If replenishment requests with different dates are selected, the system will generate a different set of consolidated reports for each date

- Billing batch number of each replenishment batch selected for this report, if the replenishment was created as let down replenishment during pick slip generation
- Description of the pick slip generation option for each replenishment request, if the replenishment request was created as let down replenishment during pick slip generation
- The warehouse for the replenishment request
- The area of the 'From' location. Area consists of zone code and aisle code
- The 'From' location
- The item code
- The SKU code
- Description. For non-SKU'd items, the first 30 positions of the description print. For SKU'd items, the first fifteen positions of the item description and the first fifteen positions of the SKU description print.
- The unit of measure for the item or SKU
- The quantity to replenish
- The location to which the inventory will be transferred

The following field is enterable on this report:

- Actual quantity of inventory to be transferred

## Consolidated Replenishment Report by Item/SKU

**How to print:** See the [Consolidated Replenishment Report by From Location](#).

---

CWDirect Rel 4.0 Consolidated Replenishment Report LWARREN INR1600 8/12/99 13:05:07 Page 1  
 By Item/SKU Consolidated replenishment  
 report for: 8/11/99 Bill Batch#  
 879 ZONE RESERVATION PICK GEN 880 ZONE  
 RESERVATION PICK GEN

CWDirect Rel 4.0 Consolidated Replenishment Report LWARREN INR1600 8/12/99 13:05:07 Page 2  
 By Item/SKU Consolidated replenishment  
 report for: 8/11/99 Warehouse: 100 WAREHOUSE 100  
 Area : B01  

Replen Qty	Actual Location	To	Item	Item	COLO STYL SIZE	UOM	Qty
	MONARDA		CROCUS	VIOL	CROCUS BULBS VIOLET	10	A010203
			BEE BALM POTTED PLANT	2	A010203		

---

### Contents:

- Consolidated Replenishment Report for: date

**Important:** All replenishment requests included on a consolidated report must have the same date. If replenishment requests with different dates are selected, the system will generate a different set of consolidated reports for each date.

- Billing batch number of each replenishment batch selected for this report, if the request was created as let down replenishment during pick slip generation
- Description of the pick slip generation option for each replenishment request, if the request was created as let down replenishment during pick slip generation
- The warehouse for the replenishment request
- The area of the 'From' location. Area consists of zone code and aisle code
- The item code
- The SKU code

*CWDirect 18.0*

- Description. For non-SKU'd items, the first 30 positions of the description print. For SKU'd items, the first fifteen positions of the item description and the first fifteen positions of the SKU description print.
- The unit of measure for the item or SKU
- The quantity to replenish
- The location to which the inventory will be transferred

The following field is enterable on this report:

- Actual quantity of inventory to be transferred

## Consolidated Replenishment Report By To Location

How to print: See the [Consolidated Replenishment Report by From Location](#).

---

CWDirect Rel 4.0 Consolidated Replenishment Report LWARREN INR1602 8/12/99 13:05:07 Page 1  
 By To Location Consolidated replenishment  
 report for: 8/11/99 Bill Batch#  
 879 ZONE RESERVATION PICK GEN 880 ZONE  
 RESERVATION PICK GEN

CWDirect Rel 4.0 Consolidated Replenishment Report LWARREN INR1602 8/12/99 13:05:07 Page 2  
 By To Location Consolidated replenishment  
 report for: 8/11/99  
 warehouse: 100 WAREHOUSE 100 Area  
 : B01  
 Replen Actual Location Item COLO STYL SIZE To UOM Qty Qty  
 A010203 CROCUS VIOL CROCUS BULBS VIOLET 10 \_\_\_\_\_

CWDirect Rel 4.0 Consolidated Replenishment Report LWARREN INR1602 8/12/99 13:05:07 Page 3  
 By To Location Consolidated replenishment  
 report for: 8/11/99 Warehouse: 100 WAREHOUSE 100  
 Area : C01  
 Replen Actual Location Item COLO STYL SIZE To UOM Qty Qty  
 A010203 MONARDA BEE BALM POTTED PLANT 2 \_\_\_\_\_

---

### Contents:

- Consolidated Replenishment Report for: date

**Important:** All replenishment requests included on a consolidated report must have the same date. If replenishment requests with different dates are selected, the system will generate a different set of consolidated reports for each date.

- Billing batch number of each replenishment batch selected for this report, if the request was created as let down replenishment during pick slip generation
- Description of the pick slip generation option for each replenishment request, if the request was created as let down replenishment during pick slip generation
- The warehouse for the replenishment request

*CWDirect 18.0*

The area of the 'From' location. Area consists of zone code and aisle code

- The location to which the inventory will be transferred
- The item code
- The SKU code
- Description. For non-SKU'd items, the first 30 positions of the description print. For SKU'd items, the first fifteen positions of the item description and the first fifteen positions of the SKU description print.
- The unit of measure for the item or SKU
- The quantity to replenish
- The location to which the inventory will be transferred

The following field is enterable on this report:

- Actual quantity of inventory to be transferred

## Replenishment Pick Worksheet

**Purpose:** This worksheet lists each item in the 'From' warehouse that is to be transferred to the warehouse being replenished and the quantity in each location in the 'From' warehouse that should be picked. All allocated items and locations in the replenishment request print on the worksheet.

You can use this worksheet to assist you in confirming the actual item quantities picked from each system-recommended location.

The sample below was generated using the base print program, **FLR0335**, as specified in the *Warehouse Replenishment Pick Worksheet Print Program (G25)* system control value. Your worksheet may be different.

**How to print:** Select **Prt pick wrksht** at the Work with Warehouse Replenishment Detail Screen (**MWRP**) (standard process or outlet transfers). This worksheet is also printed when you create a replenishment request using the standard process.

CWDirect Rel 4.0 Replenishment Pick Worksheet EKAPLAN FLR0327 10/05/99 8:38:34 Page 1

EZK Mail Order

Warehouse 2 MAIN WAREHOUSE

Loc	From	-- Replenish to --						Qty to	
Type	Location	Cmp	Whs	Location	Item	SKU	Description	Replenish	Qty Move
P	PRIM2	27	5	RESTOCK	AA123		GEL WRITER GIFT SET	5	_____
P	PRIM1	27	10	RESTOCK	AB100		BEAD LOOM	50	_____
P	PRIMD	27	1	RESTOCK	BB422		BRASS VASE 12"	2	_____
P	A010103	27	3	RESTOCK	BE555		SANTA'S VILLAGE GLAZES	5	_____
P	PRIM2	27	4	RESTOCK	BL127	MEDM	HEART CUTOUT SHELF UNFINISHED	5	_____
P	PRIM2	27	4	RESTOCK	BL127	SMLL	HEART CUTOUT SHELF UNFINISHED	5	_____
P	BLINDG	27	5	RESTOCK	BL999	GRN	GREEN GEL WRITER	10	_____
P	A010103	27	7	RESTOCK	BU001	WHIT SMLL	CHOCOLATE EASTER BUNNY.	5	_____
P	PRIM3	27	5	RESTOCK	CC123		FRIENDLY DOG STAMP	15	_____
P	PRIM1	27	7	RESTOCK	CC234		THANK YOU STAMP	2	_____
P	PRIM1	27	10	RESTOCK	CP100		SCRAPBOOK STARTER KIT	50	_____
P	PRIM5	27	1	RETURN	E		ETEST	5	_____
P	PRIM1	27	1	RETURN	H		HTEST	20	_____
P	PRIM2	27	3	DEFECT	I		ITEST	5	_____

### Contents:

- Loc type: The location type code assigned to the location in the Location file. Valid codes are:
  - **P** - Primary location

### CWDirect 18.0

- **S** - Secondary location
- **B** - Bulk location
- From location: The location in the 'From' warehouse where the inventory will be picked. An item can be picked from multiple locations to fulfill a replenishment request. Each *From location* and the quantity to pick in that location will be printed for the item in location sequence.
- Cmp: The company code associated with the warehouse being replenished.
- Whs: The code of the warehouse being replenished. Multiple warehouses can be included in the same replenishment request (standard process only).
- Location: The auto-restock location code assigned to the warehouse being replenished (standard process) or the default outlet transfer location.
- Item/SKU: The item and SKU codes of the item.
- Item description: The description of the item.
- Qty to replenish: The number of units of the item to be picked from the location.
- Qty moved: A blank line where you can record the actual number of units picked from the location.

## Replenishment Receiving Worksheet

**Purpose:** This worksheet lists the quantity of each item that has been allocated to fulfill the replenishment request. You can use this worksheet to confirm the actual item quantities received and to identify the warehouse locations to place the items.

All item quantities listed on the worksheet will be transferred to the receiving warehouse when you confirm the replenishment request. You should send a copy of this worksheet with the shipment to the warehouse being replenished. If you unallocate an item, you can re-run the receiving worksheet to reflect this change. The unallocated item will be deleted from the worksheet.

**Note:** If an item quantity listed on the worksheet differs from the quantity received, you must adjust the transaction quantity.

**How to print:** Select **Prt recv wrksht** at the Work with Warehouse Replenishment Detail Screen (**MWRP**) (standard process only). Also, the system generates this worksheet when you create a replenishment request through the standard process. You cannot generate this worksheet if you are using the outlet transfer process.

---

CWDirect	Replenishment Receiving Worksheet	KAREN_M	12/16/96	9:34:05	Page	1
	CWDirect Company					
Warehouse 500	DISTRIBUTION CENTER					
			Quantity	Quantity		
Item	SKU	Item Description	Replenished	Received	Location	
KAR321	GOLD	CHOO CHOO TRAIN	10	_____	_____	
KAR321	GOLD	CHOO CHOO TRAIN	10	_____	_____	
KAR321	GOLD	CHOO CHOO TRAIN	9	_____	_____	

---

**Contents:** A separate page prints for each warehouse included in the request.

- Warehouse: The code representing the warehouse being replenished ('To' warehouse).
- Description: The description associated with the warehouse.
- Item/SKU: The item and SKU codes of the item being replenished.
- Item description: The description of the item.
- Quantity replenished: The number of units of the item to replenish. This amount should match the *Quantity received* at the warehouse.

*CWDirect 18.0*

- Quantity received: A blank line where you can record the actual number of units received. This amount should match the *Quantity replenished*.
- Location: A blank line where you can record the warehouse location where the items will be placed.

## STS Request Error Report

**How to print:** Use Load STS Request File (LSRF).

---

CWDirect Rel 4.0		STS Request Error Report		EKAPLAN	FLR0884	10/05/99 11:34:04 Page 1	
Date	Store #	PO #	Short SKU	Requested Qty	Error		
10/05/99	0	1234	26		5	ST Invalid Store/Whse	
10/05/99	4	1234	9999		5	SK Invalid SKU	
10/05/99	10	1234	1549		0	QT Invalid Quantity	
10/05/99	300	1234	1485		5	ST Invalid Store/Whse	
Total Records in Error (unprocessed)				4			
Total Records Successfully Processed:				96			

---

### Contents:

- the warehouse number that represents the outlet store requesting replenishment, as specified in the STS Request file
- the purchase order number specified in the STS Request file
- the short SKU number specified in the STS Request file; the system determines the item and SKU to include in the replenishment request by checking the *Short SKU* from the SKU file
- the quantity requested to replenish the outlet, as specified in the STS Request file
- the error code and description for each record in error (**Note:** If there is more than one error, only the first error is listed on the report):
  - **SK** = Invalid SKU: the short SKU does not point to a valid item/SKU in CWDirect
  - **WH** = Invalid Item/Warehouse: there is no existing item warehouse record for the item/SKU
  - **ST** = Invalid Store/Warehouse: the store number does not represent a valid warehouse number in CWDirect
  - **PO** = Missing PO #: no purchase order number is specified
  - **QT** = Invalid Quantity: the requested replenishment quantity is not a whole, positive number
- the total number of records in error. All of these records will not be processed, and have been deleted from the STS Request file. You will need to reenter them.

*CWDirect 18.0*

- the total number of records written to the Autostock Replenishment Work file. When you use Process Outlet Transfers (**MOTS**) these records will be available for processing (although the Process Outlet Transfers menu option performs a further edit before processing each record).

## Autostock Feed Error Report

**How to print:** Complete the Outlet Transfer Process Screen (**MOTS**).

---

CWDirect Rel 2.0	Autostock Feed Error Report	ELISE_K	FLR0541	1/10/97 16:33:44	Page	1
Company: 27	Store: 999	PO#:	1234			
DD456		5	.0000	1/10/97 16:28:00	27	Warehouse not Valid

---



## Docked but Past Due Purchase Orders Report

**How to print:** Complete the Docked But Past Due Screen (PDPD).

---

CWDirect Rel 2.0	Docked but Past Due	KAREN_L	RFR0007	10/08/96	9:40:07	Page 1
	The Mail Order Company					
Dock Date Range: 10/01/96 - 10/08/96						
PO#	Vendor No	Vendor name	Due Date	Docked Date		
213	1010	J CLEGG	10/02/96	10/04/96		
214	1010	J CLEGG	10/04/96	10/05/96		
215	1017	S ROBERTS	10/04/96	10/05/96		
216	1018	M JOHNSON	10/05/96	10/08/96		
216	1023	T BRIGGS	10/07/96	10/08/96		

---

### Contents:

- dock date range
- purchase order number
- vendor number
- vendor name
- due date
- docked date

## Item Location/LPN Discrepancy Report

**How to print:** Enter **PILR** in the *Fast path* field at the top of any menu, or select Item Location Reconciliation Report from a menu. A message similar to the following displays at the bottom of the screen informing you that the report has been printed:

Job 028893/KAREN\_L/RF\_IL\_RPT submitted to job queue BATCH in library.

---

CWDirect Rel 2.0 Item Location/LPN Discrepancy Report KAREN\_L RFR0048 10/17/96 15:24:46 Page 1  
The Mail Order Company

Warehouse :		30 THE STAGING WAREHOUSE					
Location	Item	SKU	On-Hand	Quantity	LPN #	LPN Qty	Variance Qty
BULK	CARTON	SMLL	310				
			71	60			
			72	60			
			73	60			
			74	60			
			75	60			
			-----				
Total LPN QTY/Variance						300	10
PRIMARY	BOX		460				
			3	45			
			4	45			
			5	45			
			6	45			
			7	45			
			8	45			
			9	45			
			21	45			
			22	45			
			23	45			
			-----				
Total LPN QTY/Variance						450	10

---

### Contents:

- Warehouse
- Location
- Item

*CWDirect 18.0*

- SKU
- On-hand quantity
- LPN number
- LPN quantity
- Net variance (difference between on-hand quantity and total LPN quantity for the location)

## Batch Sync Record Reconciliation Report

**Purpose:** Use this report to compare the number of physical inventory count records processed through the PIX async against the number of physical inventory count records that should have been processed through the PIX async.

If the total records counted does not match the record count defined on the trailer record, the system places all of the physical inventory record counts in the Sync Transaction file and the physical inventory is not processed. You must clear all of the records in the Sync Transaction record before a physical inventory can be processed.

**How to print:** Generate a physical inventory through PkMS using the PkMS physical inventory process.

---

CWDirect Rel 4.2	Batch Sync Record Reconciliation Report	KLETENDRE	PKR0082	7/27/00 11:37:26	Page 1
Total records counted:	398				
Record count from PkMS:	400				

---

### Contents:

- **Total records counted:** The total number of **P** type inventory transaction records processed through the PIX async after the physical inventory header record was processed through the PIX async and before the physical inventory trailer record was processed through the PIX async.
- **Record count from PkMS:** the number defined in the *PIX reference 3* field on the physical inventory trailer record processed through the PIX async. This number represents the number of **P** type inventory transactions that should be processed between the physical inventory header and trailer records.





**Contents:**

- selection criteria for the report
- for each SKU:
  - warehouse number
  - total on-hand quantity and extended cost for each aging bucket
  - total on-hand quantity and extended cost for the SKU by warehouse
  - total on-hand quantity and extended cost for the SKU across all warehouses
- total on-hand quantity and extended cost for all SKUs of an item
- total for all items/SKUs and warehouses on the report

**Note:** The totals on the report are restricted to the selection criteria you specified at the prompt screen, and may not reflect the actual totals for the warehouse.



**Contents:**

- selection criteria for the report
- for each SKU:
  - warehouse number
  - total on-hand quantity and extended cost for each aging bucket
  - total on-hand quantity and extended cost for all SKUs of the item in the warehouse
- total on-hand quantity and extended cost for all items in the warehouse
- total for all items/SKUs and warehouses on the report

**Note:** The totals on the report are restricted to the selection criteria you specified at the prompt screen, and may not reflect the actual totals for the warehouse.





**Contents:**

- the selection criteria you entered at the FIFO Activity Report Screen
- the warehouse where you keep the item
- item and SKU codes
- FIFO date: the date when each FIFO cost layer was created for the item or SKU.
- for each transaction against the FIFO layer included in the selection criteria:
  - date when the transaction took place
  - reference number, if any. A purchase order number appears here if appropriate for the inventory transaction.
  - transaction code. This can be a code delivered with the system, or a user-defined code. System-defined codes include:
    - **A** = adjustment
    - **C** = customer return
    - **E** = express bill
    - **I** = issue
    - **M** = make up finished good
    - **P** = physical inventory
    - **R** = purchase order receipt
    - **T** = transfer (**Note:** only transfers between warehouses create FIFO activity)
    - **V** = vendor charge back
    - **\*** = change to FIFO cost
  - transaction quantity. If the transaction reduced on-hand and was a transfer, adjustment, make finished good, or physical inventory count, the quantity appears as a negative number. Changes to FIFO cost (\* transactions) display the total unit quantity affected by the cost change.
  - old on-hand quantity for the FIFO layer
  - new on-hand quantity for the FIFO layer as a result of the transaction. Changes to FIFO cost (\* transactions) do not affect the on-hand quantity.

### CWDirect 18.0

- FIFO unit cost. For changes to FIFO cost (\* transactions), this amount represents the increase or decrease to the previous FIFO unit cost.
- extended cost of the transaction, calculated by multiplying the unit FIFO cost by the transaction quantity
- total on-hand extended cost for the FIFO layer as a result of the transaction, calculated by subtracting (or adding) the transaction extended cost from (or to) the previous total on-hand extended cost
- for each SKU:
  - total transaction quantity (**Note:** This total field is not currently implemented)
  - total on-hand quantity
  - total extended on-hand cost, calculated by adding the total on-hand extended cost for each FIFO layer
  - weighted average FIFO cost from the SKU file
- for each item (**Note:** The following information will be the same as the SKU totals, above, for non-SKU'ed items):
  - total transaction quantity (**Note:** This total field is not currently implemented)
  - total on-hand quantity
  - total extended on-hand cost
  - weighted average FIFO cost from the SKU file

**Note:** The totals that appear on this report include only those FIFO layers that were included in the selection criteria. See below.

#### Not included on this report:

- any closed FIFO layers
- any FIFO layers or FIFO activity that do not meet the selection criteria. For example, the total on-hand extended cost for an item may not be current if you selected an earlier date for FIFO activity. Also, FIFO layers created in the past two days are excluded, since the *Stock older than...* field is required as part of the selection criteria, and the minimum number of days is 1

## FIFO Activity Report by Warehouse

**How to print:** Complete the FIFO Activity Report Screen (PFCA). This version is sorted by warehouse, item, SKU, and FIFO date.

CWDirect Rel 3.5													FIFO Activity Report			EKAPLAN		INR1313		1/07/99 11:23:46		Page 1	
Selection Criteria :													EZK Mail Order										
Date . . . . .													1/07/99										
Warehouse . . . . .													0										
Vendor . . . . .													0										
Buyer . . . . .																							
Stock older than . . . . .													1										
Stock over total dollars :													40.0000										
Item/SKU Selection . . . . .													BE123									to BL456	
Sort by . . . . .													Whs										
													<u>Dates</u>		<u>Units</u>		<u>Cost Extension</u>						
Whs	Item	SKU	FIFO Date	Trans Date	Reference	Tran Cd	Trans Qty	Old OH	New OH	FIFO Cost	Trans Ext	Total OH											
2	BE123		11/10/98	11/11/98	0	T	3-	257	254	10.0000	30.0000	2540.0000											
				11/11/98	0	T	3	257	260	10.0000	30.0000	2510.0000											
SKU Totals :							3		260			2510.0000											
										Weighted Average :		5.5717											
2	BL445	LRGE	11/10/98	11/11/98	0	I	2	13	11	15.0000	30.0000	165.0000											
				12/01/98	0	*	11	11	11	5.0000	55.0000	220.0000											
SKU Totals :							11		11			220.0000											
										Weighted Average :		20.0000											
2	BL456	MEDM	11/10/98	11/11/98	0	I	1	31	30	15.0000	15.0000	450.0000											
SKU Totals :							1		30			450.0000											
										Weighted Average :		9.1666											
2	BL456	SMLL	11/10/98	11/11/98	0	I	1	97	96	15.0000	15.0000	1440.0000											
				12/01/98	0	*	96	96	96	5.0000	480.0000	1920.0000											
				12/02/98	0	C	9	0	9	10.0000	90.0000	90.0000											
SKU Totals :							105		105			2010.0000											
										Weighted Average :		7.7631											
12/01/98			0	*	15	15	5.0000	75.0000		75.0000			6	BL456	LRGE	11/10/98							
SKU Totals :							15		15			75.0000											
										Weighted Average :		20.0000											
6	BL456	MEDM	11/10/98	12/01/98	0	*	42	42	42	10.0000	420.0000	420.0000											
SKU Totals :							42		42			420.0000											
										Weighted Average :		9.1666											
6	BL456	SMLL	11/10/98	12/01/98	0	*	85	85	85	5.0000	425.0000	425.0000											
				12/01/98	0	*	85	85	85	5.0000	425.0000	850.0000											
SKU Totals :							85		85			850.0000											
										Weighted Average :		7.7631											
Item Totals:							142		142			1345.0000											

**Contents:** This version of the report contains the same information as the [FIFO Activity Report by Item](#). However, the SKU and item totals on the “by warehouse” version of the report include only FIFO layers within the warehouse indicated.

## Store Promotion Notification

**How to print:** Complete the Generate Store Promotion Notifications Screen (**GSPN**). This report sorts in store/promotion code/item sequence and page breaks for each store.

---

CWDirect Rel 3.5      Store Promotion Notification    KLETENDRE INR1457 5/24/99 13:57:53 Page 1

KAL Co.

Store . . . . .	50 RETAIL STORE WAREHOUSE 50				
Promo# . . . . .	COPR55A	Start/End	5/21/99 /	5/28/99	
Description . . . . .	WEEKLY STORE FLYER				
Item	SKU	Description	Promo Price	Free	
CHI8577		HARDCOVER BOOKS	15.00	N	
GO58		3 SPEED FAN	25.00	N	
Promo# . . . . .	STP 55	Start/End	5/21/99 /	5/28/99	
Description . . . . .	WEEKLY STORE COUPONS				
Item	SKU	Description	Promo Price	Free	
APP867		4 PACKAGE FELT TIP PENS	2.00	N	
BIC8676		MAILING ENVELOPES	15.00	N	
BIK84731		ENVELOPE BOX	3.50	N	
BUN87		WHITE SHEET PAPER	19.00	N	
SK6	BLUE SMLL CAPC	FILE CABINET	35.00	N	

---

### Contents:

- Store code and description
- Store promotion code
- Store promotion start date
- Store promotion end date
- Store promotion description
- Item code for an item in the promotion
- SKU code of an item in the promotion
- Item description
- Price of item in store promotion

*CWDirect 18.0*

- Free flag (this field indicates whether the item is free of charge in the store promotion)



## Anticipated Store Restock Generation - Restock Summary Report

Use this report to review the stores that are eligible for retail store restock.

A retail store is eligible for retail store restock if the quantity of an item in the store equals or is less than the minimum quantity defined and a retail store restock does not already exist for the store.

The system generates pick slips for any restock orders that are associated with these stores when you generate the actual store restock.

This report sorts in store number sequence.

**How to print:** Complete the Submit Store Restock Screen (**WRSR**).

---

CWDirect Rel 3.5                      Anticipated Store Restock Generation      KLETENDRE FLR0863 5/25/99 16:45:39 Page 1

Restock Summary  
KAL Co.

SSW Store	Description	Total Items Needed	Total Units Needed	Total Items Available	Total Units Available
55	KAL RETAIL STORE WHS 55	1	12	1	500
70	KAL RETAIL STORE WHS 70	1	50	1	500
80	KAL RETAIL STORE WHS 80	2	60	2	1,000
Totals:		4	122	4	2,000

---

### Contents:

- Store number
- Store description
- Total items needed for each store (if an item is included more than one time on the order, the item is listed more than once; the system does not include canceled items in this total)
- Total units needed for each store (the total units needed is across all items; the system does not include canceled items in this total)
- Total items in the from warehouse available for restock
- Total units in the from warehouse available for restock (the total units available is across all items)



## Store Selection Exception - Store Restock Generation Report

Use this report to review stores that were not eligible for store restock.

A store may not be eligible for store restock if a restock order already exists for the store. If a restock order already exists for the store, the system updates the *Active* field for the store to **selected**. You cannot generate another restock order for the store until the *Active* field is **unselected**.

**How to print:** Complete the Submit Store Restock Screen (**WRSR**).

---

CWDirect Rel 3.5	Store Selection Exception Report	KLETENDRE FLR0856 6/14/99 15:55:58 Page 1
	Store Restock Generation	
	KAL Co.	
Store	Description	
5	RETAIL WAREHOUSE 5	
30	THE STAGING WAREHOUSE	
50	RETAIL STORE WAREHOUSE	
70	SECOND RETAIL STORE WAREHOUSE	
100	RETAIL STORE 3	
101	RETAIL STORE - WAREHOUSE 101	
102	RETAIL WAREHOUSE 102	

---

### Contents:

- Store number
- Store description

## Store Restock Generation - Restock Summary Report

Use this report to review the stores the were eligible for restock, the order number assigned to the restock order for each store, and the total number of items and units needed for restock. This report sorts in store number sequence.

**How to print:** Complete the Submit Store Restock Screen (**WRSR**).

---

CWDirect Rel 3.5	Store Restock Generation	KLETENDRE FLR0854 6/01/99 11:34:59 Page 1		
	Restock Summary			
	KAL Co.			
Store	Description	Order #	Total	Total
			Items	Units
60	OVERFLOW WAREHOUSE	3623	1	12
101	RETAIL STORE - WAREHOUSE 101	3624	1	50
102	RETAIL WAREHOUSE 102	3625	2	60

---

### Contents:

- Store number
- Store description
- Order number (the system assigns the next available order number to the restock order)
- Total number of items in need of restock (if an item is included on the restock order more than once, for example, the item was included as part of regular restock and was also included as a store add-on, the system counts the each time)
- Total units in need of restock (the total units is across all items in need of restock; this total also includes store add-on request items that were automatically canceled)

## Store Add-on Request Backorder Report

Use this report to review the add-on request items on the restock order that are completely backordered in the *From warehouse* or were immediately canceled when the order line was created. The system immediately cancels a store add-on request order detail line if the *Exclude store restock* field for the item is **selected**.

The system prints a separate report for each retail store. This report is faxed to the store using Fast Fax, if the *Fax reports* field for the store is **selected**.

This report sorts in store/order number/item number sequence.

**How to print:** Complete the Submit Store Restock Screen (**WRSR**).

---

CWDirect Rel 3.5	Store Add-on Request	KLETENDRE FLR0865 6/14/99 14:35:44 Page 1						
	Backorder Report							
	KAL Co.							
Store:	6 RETAIL STORE WAREHOUSE 6							
Order #	Order Date	Qty	Qty	Item Number	SKU	Item Description	Rtl	Excl
		Ord	B/O				Cat	
3688	6/14/99	10	10	BADGER		BIG OLD BADGER		

---

### Contents:

- Store number and description
- Order number
- The date the order was created
- Quantity ordered (this is the store add-on requested quantity)
- Quantity backordered
- Item number
- SKU code
- Item description (only the first 20 positions print)

*CWDirect 18.0*

- Retail category (this field represents *User field 4* in the SKU file)
- Excluded (this field identifies whether the *Exclude store restock* field for the item is **selected**)

## Order Batch Listing Report

Use this report to review the batch number assigned to the error-free orders that were created during the actual retail store restock, the order number for the order created for each eligible store in need of restock, and order information for each order, such as the sold to customer and the source code. The orders that print on this report are in an open or held status.

**How to print:** Complete the Submit Store Restock Screen (**WRSR**).

---

CWDirect Rel 3.5	Order Batch Listing	KLETENDRE OER0751 6/01/99 11:35:03 Page 1
	KAL Co.	
Batch #	77	
Order #	Rcps	Ord Date
3623	1	6/01/99
3624	1	6/01/99
3625	1	6/01/99
Batch #:	77	Total # orders:
		3
		Total order value:
		Total paid:

---



*CWDirect 18.0*

- From warehouse reserved quantity
- From warehouse printed quantity
- Total number of items on backorder or canceled for store
- Total number of units on backorder or canceled

## Store Restock Pick Generation - Restock Analysis Summary Report

Use this report to review the restock orders that were processed through pick slip generation. This report sorts in store number sequence.

**How to print:** Complete the Submit Store Restock Screen (**WRSR**).

---

CWDirect Rel 3.5	Store Restock Pick Generation	KLETENDRE INR1466 6/01/99 11:35:30 Page 1				
	Restock Analysis - Summary					
	KAL Co.					
Billing batch #	830					
Store Description	# Items	# Units	# Items	# Units	# Items	# Units
	Ordered	Ordered	Printed	Printed	B/O'd	B/O'd
60 OVERFLOW WAREHOUSE	1	12	1	12	0	0
101 RETAIL STORE - WAREHOUSE 101	1	50	1	50	0	0
102 RETAIL WAREHOUSE 102	2	60	2	60	0	0
Totals:	4	122	4	122	0	0

---

### Contents:

- Billing batch number
- Store number
- Store description
- Number of items ordered for the store (this total includes order detail lines that were automatically canceled)
- Number of units ordered for the store (this total includes order detail lines that were automatically canceled)
- Number of items printed for the store
- Number of units printed for the store
- Number of items fully backordered or fully canceled for the store
- Number of units fully backordered or fully canceled for the store
- Total number of items ordered

*CWDirect 18.0*

- Total number of units ordered
- Total number of items printed
- Total number of units printed
- Total number of items fully backordered or fully canceled
- Total number of units fully backordered or fully canceled

## Store Restock Confirmation

**How to print:** Complete the Print Store Restock Shipping Confirmations Screen (PSSC).

---

CWDirect CWDirect Rel 3.5 Store Restock Shipping Confirmation LWARREN INR1481 6/03/99 10:04:16 Page 1  
 THE KAL COMPANY

Store: 555 #555 RETAIL WAREHOUSE Order #: 3317 Order Date: 6/02/99  
 Qty Qty Item Number SKU Number Description Usr Min Max  
 Shipped B/O Fld#  
 8 2 ABACUS CLAS LRGE TRADITIONAL ABACUS 11 15  
 8 0 ABACUS CLAS MEDM TRADITIONAL ABACUS U4 10 15  
 10 0 ABACUS CLAS SMLL TRADITIONAL ABACUS 5 10  
 10 0 ABACUS DLUX LRGE TRADITIONAL ABACUS 5 10  
 10 0 ABACUS DLUX MEDM TRADITIONAL ABACUS 5 10  
 5 0 ABACUS DLUX SMLL TRADITIONAL ABACUS 5 10  
 Store: 555 #555 RETAIL WAREHOUSE Order #: 3317 Total Items: 6 Total Units Shipped: 51

Store: 555 #555 RETAIL WAREHOUSE Order #: 3320 Order Date: 6/03/99  
 Qty Qty Item Number SKU Number Description Usr Min Max  
 Shipped B/O Fld#  
 5 0 ABACUS CLAS LRGE TRADITIONAL ABACUS 11 15  
 5 0 ABACUS CLAS MEDM TRADITIONAL ABACUS U4 10 15  
 5 5 CALCULATOR POCKET CALCLUATOR 20 30 Store Add-on  
 10 0 ABACUS BOOK ABACUS FOR DUMMIES BOOK 20 30 Store Add-on  
 Store: 555 #555 RETAIL WAREHOUSE Order #: 3320 Total Items: 4 Total Units Shipped: 35

\*\* END OF REPORT \*\*

### Contents:

- Store (Shipping confirmations for each store will print on separate pages.)
- Order number
- Order date
- Quantity of each item shipped
- Quantity of each item back ordered, for partially back ordered items. The report does not include fully back-ordered items.
- Item/SKU

*CWDirect 18.0*

- Item description
- User field number from the fourth *User* field in the item/SKU file
- Minimum inventory quantity. This is the highest minimum specified in either the retail store's item warehouse file, or the item/promotion file, where minimum/maximum quantities are specified for store ranks.
- Maximum inventory quantity. This is the highest maximum specified in either the retail store's item warehouse file, or the item/promotion file, where minimum/maximum quantities are specified for store ranks.
- Order line message for store add-on request items. If the item is an add-on request, the first fifteen characters of the order line message from the store restock order will print.
- Total items shipped for each order
- Total units shipped for each order

## Store Restock Shipping Confirmation Summary Analysis

**How to print:** Complete the Print Store Restock Shipping Confirmations Screen (PSSC).

---

CWDirect Rel 3.5	Store Restock Shipping Confirmation	LWARREN	INR1487	6/03/99 10:04:16	Page1
	Summary Analysis				
	THE KAL COMPANY				

Store	Order#	Order Date	-----Ordered-----		-----Shipped-----		---Auto-Cancelled---	
			Items	Units	Items	Units	Items	Units
55	#55 RETAIL WAREHOUSE	3314 6/02/99	7	70	4	35	4	35
55	#55 RETAIL WAREHOUSE	3316 6/02/99	3	30	3	30	0	0
55	#55 RETAIL WAREHOUSE	3318 6/02/99	1	9	1	9	0	0
55	#55 RETAIL WAREHOUSE	3319 6/03/99	1	6	1	6	0	0
	Store 55 Totals:		12	115	9	80	4	35
	Store 55 Percentages:					69.57 %		30.43 %

Store	Order#	Order Date	-----Ordered-----		-----Shipped-----		---Auto-Cancelled---	
			Items	Units	Items	Units	Items	Units
555	#555 RETAIL WAREHOUSE	3315 6/02/99	7	62	2	11	5	51
555	#555 RETAIL WAREHOUSE	3317 6/02/99	6	51	6	51	0	0
555	#555 RETAIL WAREHOUSE	3320 6/03/99	2	10	2	10	0	0
	Store 555 Totals:		15	123	10	72	5	51
	Store 555 Percentages:					58.54 %		41.46 %

\*\* END OF REPORT \*\*

---

### Contents:

- Store ID
- Store description
- Order number
- Order date Number of items ordered
- Total number of units ordered
- Number of items shipped
- Total number of units shipped

*CWDirect 18.0*

- Number of items which were completely backordered and auto-cancelled. If the Auto cancel B/O feature is set to **Y** in the retail store's customer file, back ordered items will be cancelled automatically; no back ordered items will be shipped at any time. Only completely backordered items print on this report; partially backordered items print on the Store Restock Shipping Confirmation for each store.
- Total number of units completely backordered and auto-cancelled
- Percentage of units shipped (units shipped/units ordered)
- Percentage of units auto-canceled (units auto-canceled/units ordered)

## Customer Address Change Report

You can use this report to review a before and after image of the sold to customer addresses that have changed since the last time you ran the RA DOS Customer Address Change batch job. On this report, the old address prints on the left side and the new address prints on the right side.

You can send this report to each store so that the store can update the sold to customer address information in the retail store system.

This sorts and breaks by store and then sorts by customer sold to number. If you fax the report, the system uses the fax number defined for the warehouse that represents the store.

**How to print:** Complete the Submit Store Customer Address Changes screen.

---

CSR1087	Customer Address Change Report	8/02/99 13:21:26
	KAL Co.	Page 1
Changed Customer Information for Store: 2 FRAMINGHAM,MA		
OLD	NEW	
2	2	
SHANE MCGOWYN	MR. SHANE C MCGOWYN	
GREEKS	GREEKS PUB	
42 GALWAY BAY	42 GALWAY BAY	
SHANNOCK, RI 02875 USA	SHANNOCK, RI 02875 USA	
3	3	
FINNEUS MCCLOUD	MR. FINNEUS D MCCLOUD SR.	
UMASS	UNIVERSITY OF MASSACHUSETTS	
1438 GOLDEN OAK ROAD	1438 GOLDEN OAK ROAD BLDG 3	
THE RED HOUSE ON THE LEFT	THE RED HOUSE ON THE LEFT	
MILLIS, MA 02054 USA	MILLIS, MA 02054 USA	
6	6	
RICK'S AUTOBODY	MR. RICKY HARPER	
1086 SUMNER AVENUE	RICK'S AUTOBODY	
SPRINGFIELD, MA 01128 USA	1086 SUMNER AVENUE	
	SPRINGFIELD, MA 01128 USA	

---

### Contents:

- Store code (this is the code for the warehouse that represents the retail store and that you defined in the *Warehouse* field on the order header)

*CWDirect 18.0*

- City and state defined for the warehouse that represents the retail store in the RA DOS Customer Change file
- Sold to customer number defined in the RA DOS Customer Change file
- Sold to customer's prefix, first name, middle initial, last name and suffix defined in the RA DOS Customer Change file
- Company name for sold to customer in the RA DOS Customer Change file
- Street address and apartment number for sold to customer in the RA DOS Customer Change file
- Second line of street address for sold to customer in the RA DOS Customer Change file
- City, state, zip code, and country for sold to customer in the RA DOS Customer Change file

## RA DOS Inventory Count Worksheet

This report displays inventory transaction errors related to the store(s) you selected to receive inventory recount information.

This worksheet indicates to the store that the inventory quantity for the item(s) should be recounted and updated in the system.

A separate report prints for each store so that you can fax or mail the report to the store.

**How to print:** Complete the Submit Store Inventory Recount Request screen.

---

```

INR1542                Count Worksheet                8/04/99 10:41:15
                        KAL Co.                        Page 1

Store:  2 FRAMINGHAM, MA
Item-Number  Item-Description      Category      Count
CHIC876     FORMICA SHELF UNIT
Signature:  _____ Date: ___ / ___ / ___   Time: ___:___
                        COUNT ALL ITEMS AND FAX ASAP TO 617-853-0077
  
```

---

### Contents:

- Store code (the system determines the store code by looking at the warehouse associated with the inventory transaction error)
- City and State where store is located (the system uses the city and state defined for the warehouse associated with the inventory transaction error)
- Item code and SKU of the item associated with an inventory transaction error (the system uses the program name defined in the *Item Number Cross Reference Program (G40)* system control value to translate the item code defined in CWDirect to the code for the item in the retail store system)
- Item description of the item associated with an inventory transaction error
- Category (this is first 5 positions of *User field 4* in the SKU file)
- Count (a user at the store will update this field with the inventory quantity for the item at the store)
- Signature (the signature of the user at the store who confirmed the inventory count worksheet)
- Date

*CWDirect 18.0*

- Time

## RA DOS Customer Address Upload Error Report

This report lists the customer addresses that are in error or contain an action code of 3 (deletion) in the RA DOS Customer Account Data file. The system only prints customer addresses that contain a date updated that matches the date when you submitted the customer address upload. The system prints a separate report for the customer addresses that are in error and the customer addresses that have a deletion action code. Each report sorts and breaks by store number.

**How to print:** Complete the RA DOS Customer Address Upload Screen (**RACA**).

---

CWDirect Rel 3.5 RA DOS CUST ADDRESS UPLOAD ERROR RPT KLETENDRE UCR0103 8/11/99 11:39:00 Page 1

Retail POS Co

RECORDS IN ERROR

STORE: 900

LAST NAME	FIRST NAME	ADDRESS LINE 1	CITY	STATE	ZIP CODE
BANKS			FRAMINGHAM	MA	01701
BLATZ			FRAMINGHAM	MA	01701
BOTELHO	MANNY	10 SPEEN STREET	FRAMINGHAM	MA	
TOTAL . :	3				

Mozart Rel 3.5 RA DOS CUST ADDRESS UPLOAD ERROR RPT KLETENDRE UCR0104 8/11/99 11:39:00 Page 1

Retail POS Co

RECORDS FOR DELETION

STORE: 900

LAST NAME	FIRST NAME	ADDRESS LINE 1	CITY	STATE	ZIP CODE
BURNS	PETER	10 SPEEN STREET	FRAMINGHAM	MA	01701
CULP	BILL	10 SPEEN STREET	FRAMINGHAM	MA	01701
TOTAL . :	2				

---

### Contents:

- Store number
- Last name
- First name
- Address line 1
- City
- State

*CWDirect 18.0*

- Zip code
- Total customer addresses in error
- Total customer addresses for deletion

## PO Receipt Records Processed Report

This report lists purchase order receipts that did not contain errors and have passed to PO Receipts. This report sorts in vendor number, warehouse number, purchase order number sequence.

**How to print:** Complete the RA DOS Receipt Upload screen (**RARU**).

---

CWDirect Rel 3.5      PO Receipt Records Processed      KLETENDRE POR0688 8/13/99 13:29:51 Page 1

Retail POS Co

Vendor #	Whs	PO #	PO Seq #	Item/Sku	Qty	Rec
10001 ACME MANUFACTURING	900	50	1	AB1234		10
				EXTRA-SOFT BABY BLANKET		
10001 ACME MANUFACTURING	900	51	1	AB1234		10
				EXTRA-SOFT BABY BLANKET		
10001 ACME MANUFACTURING	900	52	1	AB1234		10
				EXTRA-SOFT BABY BLANKET		
Total Records Processed :		3				
Total Quantity Received :		30				

---

### Contents:

- Vendor number
- Vendor description
- Warehouse/store code
- Purchase order number
- Purchase order sequence number
- Item and SKU codes
- Quantity received
- Item description
- Total records processed
- Total records received