Sage ERP MAS 90
Sage ERP MAS 200

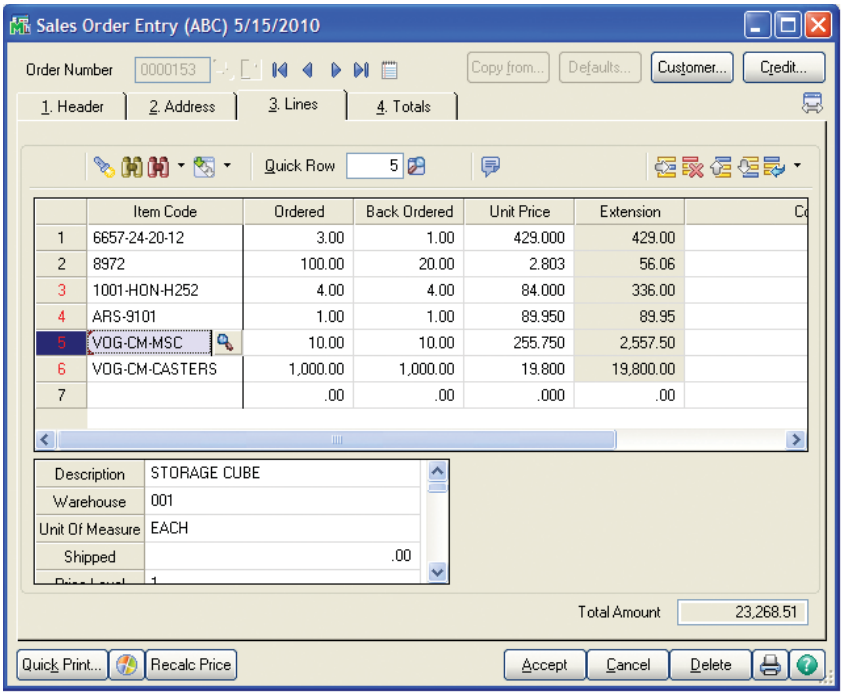
Sales Order

When a customer calls to place an order, you need to have lots of information at your fingertips. With Sage MAS 90 and Sage MAS 200 ERP systems, you'll have the customer's mailing address and shipping addresses, and you'll know the availability of specific units in inventory or alternate items if those being ordered are out of stock. Additionally, you will know item pricing, quantity pricing, specific customer pricing, costs, customer credit limits, credit card deposit information, and much more. The Sales Order module leverages an efficient dual-entry grid-entry design that allows you to personalize your order entry screen while improving data process entry.

As customer orders are filled and completed, you need to invoice the orders and properly ship them. All original sales order information can be recalled, allowing you to enter exact quantities shipped and backordered. And with the pick, pack, and ship feature, your warehouse staff can identify the package in which each item is shipped, print a packing list, and enter carrier tracking numbers for customer service inquiries. You can have the system automatically generate invoices from a range of sales orders, and automatically print a Daily Backorder report. You can affix all finished shipping cartons with shipping labels and, if appropriate, COD tags that include billable freight.

Design and print all quotations, sales orders, picking sheets, packing lists, invoices, and statements using the built-in Crystal Reports® software. Logos and other graphics may be added to each form, and you can select the font size, color, and type for each data field on the form for a professional custom look.

When you integrate this module with the Inventory Management, Accounts Receivable, and Purchase Order modules, you have a powerful, flexible, and easy-to-use distribution system. Adding eBusiness Manager, Credit Card Processing, Bar Code, and StarShip modules brings unparalleled customer service capabilities to the mix.



REPORTS

- Open Orders by Promise Date
- Picking Sheets/Packing Lists
- Sales Invoices
- COD & Shipping Labels
- Backorder Report
- Monthly Sales Recap by Product Line
- Monthly Sales Recap by Warehouse
- Monthly Sales Recap by Warehouse/ Product Line/Division
- Daily Sales Journal
- Daily Drop Ship/Shipment Report
- Daily Gross Profit Journal
- Daily Backorder Report
- Daily Sales Recap Reports
- Daily Transaction Register
- General Ledger Posting Recap
- Sales Order Recap
- Open Sales Order Report
- Open Orders by Item Report
- Tax Journal Summary & Detail Report
- Auto Generate Orders Register
- Sales Order/Quote History Report
- Customer Sales History Report
- Lot/Serial Number History Report
- Shipping History Report
- Open Orders by Job Report

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"The Sales Order module is one of the most important to us. When an order comes in, our call center brings up the customer's information in seconds—amazing, given that we have more than 100,000 customers in our database."

— Lorraine St. John, Owner
HerbaSway Laboratories

Features

Personalized Data Entry	The unique dual grid design allows you to select the fields you normally enter data into for your primary grid, with all other fields easily accessible in the secondary grid.
Blanket Orders and Repeating Orders	Large orders shipped over a period of time can be handled easily by issuing new orders against the blanket order to speed shipment and invoice processing. You can enter repeating orders once and recall them later for customers who regularly order the same items.
Order History and Quotations	Order and order history files can save orders after invoicing, save canceled orders for "lost sale" analysis, and track sales order history. Quotations can be entered, printed, and later converted to standard orders.
Promise Date Per Line Item	A promise date is available on each line in Sales Order Entry, allowing you to enter a unique promise date for all or some of the items on a sales order. This date prints on the Open Sales Order report and Open Sales Order by Item report.
Sales Kit Processing	Define sales kits using the Inventory Management module and use them during sales order entry and invoice data entry. Component items for a sales kit can be automatically exploded during data entry.
Extended Item Descriptions and User-Defined Fields (UDFs) for Line Item	Enter extended item descriptions for inventory items, miscellaneous items, and special items during sales order entry and invoice data entry. Create UDFs in sales orders, invoices, and history files. UDFs can flow from inventory items to sales order and purchase order lines, which are also retained in history.
Alias Item Numbers	Store vendor and customer part numbers and easily call up the correct item from all your data entry points.
Lot or Serial Numbers	If an inventory item uses the lot or serial method of valuation, you can enter the lot or serial numbers as you are entering the invoice.
Split Commissions	Split commission on any sales order or invoice among up to five separate salespersons, and apply commission overrides for sales managers.
Alternate Items and Alternate Warehouse	When entering orders for out-of-stock items, you can display a list of alternate items or alternate warehouses for selection during sales order entry and invoice data entry.
Drop Ship Items	Create sales orders or invoices for drop shipment to customers. The Daily Drop Ship report recaps all items to be drop shipped, detailed by vendor and item.
Customer Last Purchase History	This customer service tool allows you to quickly access quantities and prices from past customer purchases.
Nonstock Items	Enter sales orders or invoices for special items not in your inventory, and also enter charges for miscellaneous noninventory items.
Drill Down	Sales order invoices stored in the accounts receivable invoice history file can easily be found, viewed, and printed from the General Ledger or Accounts Receivable modules with the click of a mouse using cross-module drill down. Lot or serial number information can also be viewed during drill downs.
Gross Margin Checking and Display	Optionally show gross margins (price vs. cost) on screen to permit salespeople to see how much latitude is available for special pricing. Also, you can set a minimum margin below which password override is required.
Pick, Pack, and Ship	Restrict warehouse workers to selected shipping tasks to maintain control over the shipping process. Track items by package and print professional packing lists. You can even integrate with StarShip shipping software and tracking numbers and transmit carrier manifests.
Customer Relationship Management	Sage offers integrated CRM with Sage MAS 90 and 200 Extended Enterprise Suite, a complete solution that dynamically links processes, information, workflows, and communication channels.
Job Cost Integration	Customers using Job Cost with Sales Order can assign a job number to a sales order and assign specific cost codes and cost types to each line item on the order. Several setup configuration options let you tailor the interface to your needs. For example, you can choose whether or not to post costs from Sales Order to Job Cost, and whether an invoice should relieve Work In Process during the update.

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