



# **DSD Business Systems**

**Sage 100 Enhancements**

**S099**

**‘On Demand’ Sales Order Fill Report**

**SO-1099**

**Version 6.10**



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'On Demand' Sales Order Fill Report User's Manual  
Version 6.10

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## Section A: Introduction

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This manual contains a description and instructions for this DSD product. Operating instructions are included for the features added by this product to Sage 100. For instructions on using Sage 100, refer to the appropriate Sage 100 manual, or call your Sage 100 reseller. DSD Business Systems offers excellent Sage 100 support, at an hourly rate.

### Web Resources

DSD web site: <http://www.dsdinc.com>

The Enhancement page contains:

- Current Release Schedule*
- Purchasing Information*
- Installation Instructions*
- Product Support*
- Enhancement Links*

S099 'On Demand' Sales Order Fill Report:

<http://www.dsdinc.com/enhancement/on-demand-sales-order-fill-report-2>

The product web page contains:

- Product Description*
- Web Links*
- Current Product Version Table*
- Product Installation File Download*
- Product Manual in .pdf Format*
- Revision History*
- FAQ*

### Support

DSD provides product support through Sage 100 resellers. Support is provided for the current version. Older versions are supported at an hourly rate. DSD's telephone number is **858-550-5900**. Fax: **858-550-4900**.

For a hard error, where the program displays an error dialog, report:

- Error number.*
- Program name.*
- Line number.*
- Program version.*
- Exact sequence that caused the error, including menus and menu selections.*

*Other pertinent information.*

If leaving a message or faxing, please include:

*Your name.*

*Your phone number (and fax if applicable) and extension.*

It is possible to be unable to duplicate a problem, because of data corruption or because we have not exactly duplicated a particular operating environment. In such circumstances, we can only continue to try to fix the problem if we can either access the system with Symantec PCAnywhere or by some other means access or duplicate the system.

### **'On Demand' Sales Order Fill Report Features**

This Extended Solution adds a utility which scans sales orders and makes allocation recommendations for order fulfillment based on the on hand inventory and the selection criteria specified. A report will print detailing the selections. Additional options exist which will

- automatically select Picking Sheets for printing
- calculate and auto-select the number of Shipping Labels needed for each order
- create a Master Picking Ticket Report that summarizes the Item Numbers, Descriptions and Total Quantity for all selected orders
- generate a Sales Order Invoice batch from the selected Sales Orders

Prior to an order being given fill consideration a credit check can be performed to verify the customer is eligible to have the order filled. An option to print an Additional Report (either Items Not Selected or Unfilled Quantity) is also available.

Additional functionality will be available if you have Extended Solutions SO-1369: *E-mail Alerts For Purchases By Product Line*, SO-1526: *Enhanced SO-1099 Processing*, SO-1495: *Order Hold Processing by Line*, and/or the Custom Office module installed and enabled.

## Section B: Getting Started



- **If you reinstall or upgrade one of the Sage 100 modules listed in the following table, you must also reinstall this Enhancement.**
- Enhancements from different Sage Developers are generally not designed to work together. If installed together, problems are likely to occur.
- **Check with DSD before installing more than one Enhancement.**

### Required Levels

Sage 100 Module	Module Required	Required Level
S/O	Y	6.10

### Installation

1. **Back-up:** Exit all Sage 100 sessions. Back-up existing Sage 100 data.
2. **Check Levels:** Sage 100 module levels **must match** those listed above.
3. **Run Enhancement Setup Program:** Save the executable installation program (sent to you or downloaded from our website) in a convenient location on the Sage 100 server. Launch the program from Windows Explorer or by selecting Start/Run, and then browse for the file in the location you saved it. Follow on-screen instructions.
4. **Send your Sage Serial Number to your DSD Representative:** Send your Sage Serial Number to your DSD representative in order for us to send you back the encrypted keys to unlock your system. This serial number can be found in Library Master\Setup\System Configuration, Tab 3. Registration as Serial Number.
5. **Re-Start Sage 100:** Sage 100 will be updated.
6. **Unlock the Enhancement:** DSD Enhancements must be unlocked to run. When any part of the Enhancement is run for the first time, the **DSD Enhancement License Agreement and Activation** window will appear. Follow the steps shown on that window. *You can click the Help button for more detailed instructions.*

**Note:** On the next page is a screenshot of the DSD Enhancement License Agreement and Activation window.

After accepting the License Agreement, you can then select the type of unlocking that you'd prefer. The choices are File, Web, Demo and Manual Entry.

**File Unlock:** After receiving your encrypted serial number key file from DSD, and placing that file in the MAS90/SOA directory, selecting this option will unlock all products keys contained in the file. This means you can unlock all enhancements at once using this option.

**Web Unlock:** If the system that is running the DSD Enhancement *has web access* and you *have sent DSD your Sage Serial number*, you can unlock the Enhancement without assistance using Web Unlock. When this option is selected, the program will attempt to download encrypted serial number key file from DSD *and then proceed to unlock all enhancements contained in the file*.

- *The Sage 100 system that is being used must have web access for this option to be effective.*
- *You can send your Sage Serial Number to your DSD Enhancements sales representative.*

**Demo Unlock:** If a Demo mode is available for the Enhancement you're running, you will be able to Demo unlock the product without assistance from DSD for demo purposes.

- *Creating a Demo Unlock is a good way to temporarily unlock DSD Enhancements off-hours, if you do not have web or email access. Later, you can unlock the product fully, during business hours.*

**Manual Entry Unlock:** If you want to unlock a single enhancement using a single encrypted key, you can select this option and enter the 64 character key you receive from DSD by copy and paste.

**Note:** You can also unlock a DSD Enhancement through the **DSD Enhancement Control Panel** found on the Library Master Utilities Menu. Then, select the Enhancement with your mouse from the list of Enhancements and click the **Unlock Product** button on the right side of the window.

7. **Convert Data:** After unlocking, the DSD Conversion Wizard will appear. Follow on-screen instructions to complete data conversion. *You can exit the conversion program without converting data. The Enhancement will not proceed, however, until data is converted. If you enter an enhanced program and data has not been converted, the conversion program will run again.*



## DSD Enhancement Control Panel

Starting with version 3.61, all DSD Enhancement products include DSD's Enhancement Control Panel. The **DSD Enhancement Control Panel is accessed from the Library Master Utilities menu.**

The DSD Enhancement Control Panel is a simple to use yet powerful system to help maintain DSD Enhancements installed on a Sage 100 system. To use it, select an Enhancement product from the list on the window and then click the button, on the right side of the window, which corresponds with the desired task.

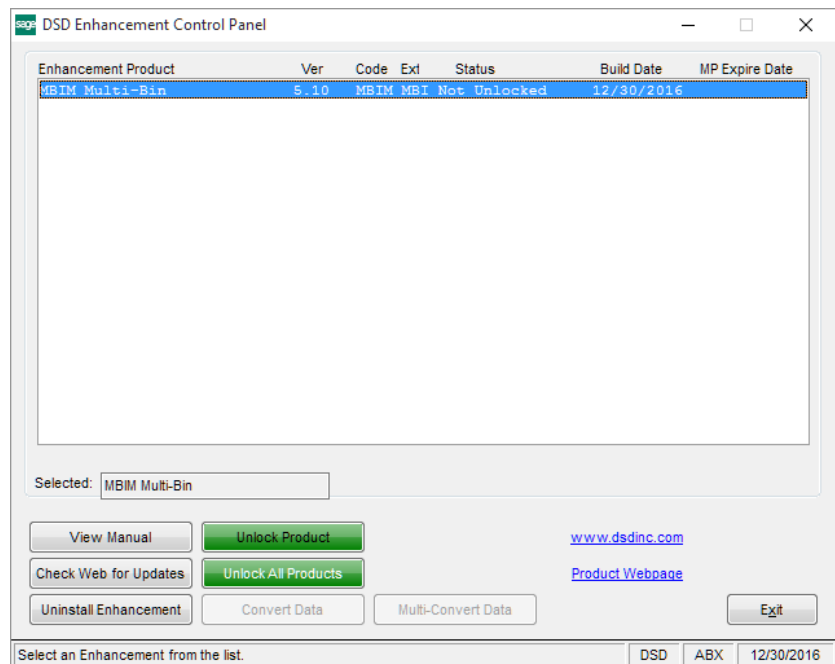
**View Manual:** This button will display the product manual for the selected Enhancement using Adobe Acrobat. For this to be possible, the PDF file for the corresponding manual must be in the "MAS90/PDF" folder in the Sage 100 system. If the file is not present, and the system has web access, the correct PDF file will be automatically downloaded from the DSD website, put into the "MAS90/PDF" folder and then displayed.

**Check the Web for Updates:** This button will check the DSD website to see what the current build is the selected Enhancement and alert the user if a later version is available. *This requires an internet connection on the Sage 100 system.*

**Unlock Product:** This will cause the DSD Enhancement License Agreement and Activation window to appear. Using this window is described on the previous page. *This button is disabled if the selected Enhancement is already unlocked or if unlocking is not required.*

**Unlock All Products:** This will cause the DSD Enhancement All License Agreement and Activation window to appear. This window is similar to the one described on the previous page, but has only web and file as options to unlock. *This button is never disabled.*

**Convert Data:** After verification, the selected Enhancement's data conversion program will run. Data conversion is non-destructive, and may be triggered any number of times. Sometimes this is required to fix data records imported or updated from a non-enhancement installation.



**Multi-Convert Data:** Multiple Companies can be converted at the same time for a given Enhancement. *(If you have a large number of Companies to convert, please do in batches of 20 or fewer due to memory limitations.)*



**Help:** The Help button, located at the bottom right of the window, opens an HTML help file.

**Get Adobe Acrobat:** Opens the Adobe Acrobat website to the page where Acrobat can be downloaded and installed.

**Uninstall Enhancement** If this option is available, then selecting this button will start the un-install process, removing the enhancement from the system. (for more information see [Uninstall DSD Enhancements](#))

## Section C: Setup

Upon completion of software installation, you will need to access the DSD Extended Solutions Setup from the Sales Order Setup menu. Select this part number and the Setup screen for this Extended Solution will appear. Check the 'Enable DSD Extended Solution' box to activate this Extended Solution.

Answer the following prompts under the 'Defaults' tab:

**Default Percent Complete:** Specify the default value for the Selection prompt :(0-100)

**Default Complete Based On:** Select 'Quantity' or 'Dollar' to set the default answer for the 'Percent Complete Based On' prompt (see Operations).

**Default Limit:** Enter the default dollar or quantity Limit you want to use.

**Default Variance:** Enter the default dollar or quantity Limit Variance you want to use.

**Print Additional Report:** Select one of the following:

- Items Not Selected Report
- Unfilled Quantity Report (only available if the 'Default Complete Based on' option is set to Quantity.)
- No for no additional report.

See Operations for an explanation of what each report provides.

**Print Master Picking Sheet:** Specify the default answer for this Selection prompt: Yes, No or Prompt

**Select Picking Sheets to print:** Specify the default answer for this Selection prompt: Yes, No or Prompt.

**Select Shipping Labels to print:** Specify the default answer for this Selection prompt: Yes, No, Prompt.

**Shipping Label Divisor:** Enter a 'Divisor' to be used when calculating the number of Shipping Labels needed for each selected order (see Operations below for an explanation of how this figure will be used).

Answer the following prompts under the 'Options' tab:

Options noted with an (\*) are only available when Custom Office is installed.

\* **S/O UDF for Fill Quantity:** Specify a numeric-type S/O Detail UDF to hold the 'Quantity Filled' for the line.

\* **Add 'Fill' option to 'Ship Complete':** Check this box to add a 'Fill' button to the 'Ship Complete Sales Order?' prompt during Sales Order Invoice Line entry; it will default the value in the UDF noted above to the Quantity Shipped.

\* **S/O UDF for Ship Complete:** Specify a check box type S/O Header UDF which denoted whether this order can only ship if all lines can be filled to 100%

**Perform Customer Credit Checking:** Check this box to check if customer's credit is in good standing when placing an order.

\* **S/O UDF for Always Fill:** Enter a check box type S/O Header UDF for 'Always\_Fill'. When checked, an order will always be filled even when the customer's credit is not in good standing. Option only available if above option is selected.

\* **S/O UDF for Invoice Sort Order:** Specify the multi-line, string, upper case S/O Header UDF which holds the sorting value to auto generate Invoices in UDF/Order Date/Order Number order. If the UDF is more than 100 characters in length, it only sorts by the first 100 characters of the UDF.

\* **S/O Invoice UDF For Auto Incrementing:** Enter a numeric type S/O Invoice Header UDF which will have an auto incremented value placed in it during auto generate invoice processing.

**Allow S/O Entry During Fill Process:** If you check this option, users will be allowed into Sales Order during On Demand Fill Report process.

Be aware that checking this option may cause undesirable results since users could be selling inventory items that the Fill Report has calculated are available. Also the fill report might try to fill the Sales Order that the user is currently accessing or in the process of creating, which will result in error messages. Check this box at your own risk.

**Ignore B.O. Quantity on Std Orders:** Select this option to ignore the Back Ordered Quantity on a line when determining the 'Fill' Quantity. This option has no effect on the selection criteria process.

**Calculate Kit Quantity Using Avail Comp Quantity:** Check this option to match the fill percentage to the kit quantity, not the quantity of each individual component. See Operations for further details.

SO-1099 Setup Options

SO-1099 On Demand SO Fill Rpt

Enable DSD Extended Solution ☒ Level 6.10

1. Defaults | 2. Options | 3. Additional

Print ALL Orders on the On Demand Sales Order Fill Report ☐

Enable Additional Selections ☐

'Use Line Warehouse Code for Selection Range' Default ☐

Print Alias Item Numbers None

Accept Cancel

DSD ABC 11/22/2019

Answer the following prompts under the 'Additional' tab:

**Print ALL Orders on the On Demand Sales Order fill Report:** If you check this option, and the user selects the "New" checkbox on the "Sales Orders Statuses to Include" on the On Demand Sales Order Fill Report then:

- All Sales Orders that meet the Selection Ranges specified at Run Time will print on the report, regardless if they were selected to fill or not (Including items that have a zero Quantity On Hand).
- Orders of any Order Status (with the exception of Repeating and Master) will print on the report.
- Those items not selected to fill will print a zero in the Qty Filled column

**Enable Additional Selections:** Check this box to access additional options on the selection screen.

**'Use Line Warehouse Code for Selection Range' Default:** Check this option to set the default value of this additional selection option to checked. Leave it unchecked to set the default to unchecked. This option is only available if you elected to Enable Additional Selections.

**Print Alias Item Numbers:** Select 'Customer', 'General', 'Vendor', or 'All' to have the associated Alias Item Number(s) printed each on a separate line underneath the S/O Line Item.

### ***Role Maintenance***

The following Task has been added to Sales Order, Setup Options:

- Extended Solutions Setup

The following Task has been added to Sales Order, Report/Form:

- 'On Demand' S/O Fill Report

The following Security Event has been added to Sales Order:

- Allow User to Ignore Quantity Available during Sales Order Fill Report (SO-1099)

You should visit this Setup screen after each upgrade or reinstallation of this Extended Solution.

## Section D: System Operations

### Fill Report Selections

The 'On Demand' Sales Order Fill Report selection screen allows you to specify a range of Sales Orders, Sales Order Dates, Ship Dates, Item Numbers, Product Lines, Customer Numbers and Promise Dates. It also allows for the specification of Order Types (standard, back ordered or both), Header Warehouse Codes (leave blank for all), Sales Order Status and a Percentage Complete value. If a Percentage Complete value is entered, only orders that can be filled to this percentage will be processed.

Those users who have been granted permission to the Sales Order Security Event 'Allow User to Ignore Quantity Available' in Role Maintenance will have access to the prompt 'Ignore Quantity Available' option. When checked it will fill all items based on the other report selection criteria even if there is insufficient quantity available for some items. (The Fill Quantity will be the Quantity Ordered.)

The Percent Complete field will default from the Default Percent Complete field from setup.

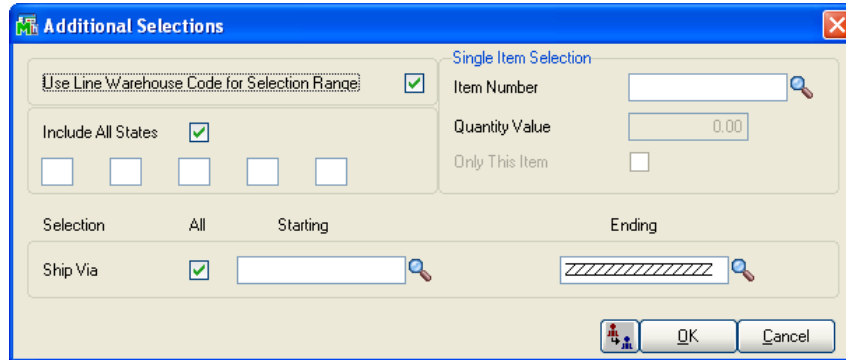
If you select 'Quantity' for 'Base Percent Complete On,' you will be prompted for a 'Quantity Limit.' If you specify a limit that is greater than zero, the program will select for that batch as many total Item Numbers as are specified in that field. If 'Dollars' is selected, then as orders are viewed for consideration, the 'Shippable Dollars' will be calculated by multiplying the quantity of each item line that is determined as shippable by the Unit Price field (less any item discount). The sum of this value for all items on the order will be compared with the Order Total (less freight, total screen discount and tax). If the calculated shippable dollars are equal to or greater than the percentage entered, the order will be selected. A 'User' button was added to the screen to default the selection criteria to the same values as were last used by this User ID. It has also been added to the 'Additional Selections' screen (below).



No change to the order in which Sales Orders are reviewed has been made, merely the consideration of dollars versus quantity when deciding whether an order will be selected for filling.

### **Additional Selections**

If you elected to 'Enable Additional Selections' during Setup an 'Additional' button will be available. Clicking this button will bring up the Additional Selections screen, which will prompt for the following:



- **Use Line Warehouse Code For Selection Range:** If you check this box, then the program will compare line warehouse code instead of header warehouse code during selection.
- **Include All States:** This refers to the Ship to State code. If you check this box, there will be no change in the selection process. If you leave it unchecked, you can enter up to five State Codes from which to select.
- **Ship Via range**
- **Single Item Selections:** Item Number, Quantity Value and 'Only This Item.'
  - If Item Number is entered, you must enter Quantity Value, and the check box for 'Only This Item' is defaulted to checked.
  - The Item Number range and Percent Complete fields will be disabled on the Main Selection Screen (i.e., will not be used during selection)
  - During the selection process, the program will only select those Sales Orders with lines that have the specified Item Number and Quantity Ordered. If 'Only This Item' is checked, the program will select Sales Orders that have one line only and match Item Number and Quantity Ordered. If 'Only This Item' is unchecked, the program will select a Sales Order if it includes a line that matches the Item Number and Quantity Value even if there are other lines on the order.

### **Fill Report Logic**

First, the Inventory files are queried for items within the selected range for Quantity on Hand. Then a scan of the Sales Order Invoice file is performed, checking for any items on invoices that have not yet been updated. Next the Percentage Complete value is compared to the total quantity of items available to ship against the Total Quantity Ordered on the Sales Order. Orders that do not meet the selected percentage are not printed on the report.

Options for 'Dollar Limit' and 'Variance' have been added, which default from Setup and can be overridden. During the selection process, the utility will stop selecting orders for filling when the sum of the selected orders' shippable dollars is equal to the Dollar Limit, or within the specified variance greater than or less than the Dollar Limit. The utility will continue searching through the open order file for any orders whose 'shippable dollars' can be included without exceeding the Dollar Limit.

For example, the Dollar Limit is \$10,000.00 and the Variance is \$100.00. In the processing so far, the utility has selected orders whose shippable dollar sum is \$8,880.00. The shippable dollar sum is still less than the Dollar Limit less the variance, so the utility continues. The next order it encounters has a shippable dollar amount of \$5,000.00 and is therefore rejected. The next order, however, has a shippable dollar amount of \$1,100.00, which is less than the Dollar Limit yet within the Variance. The utility would stop at this point.

Orders currently being invoiced are not counted into the Dollar Limit. Each time the utility is run, it is only the orders being selected that count toward the Dollar Limit.

If you specified a S/O Detail UDF to hold the 'Fillable Quantity' for the line, then the report's selected quantity will be written to the UDF defined in Setup.

If you checked the 'Calculate Kit Quantity Using Avail Component Quantity' option in Setup, the program will process exploded kits by matching the run time fill percentage to the quantity of kits ordered, not the quantity of each individual component. In order to determine if a Kit can ship, the program will analyze the quantities of components in terms of how many it takes to make each kit, then select only enough of each component to build as many kits as all components will allow. If you left this option unchecked, then Component items of kits will be filled and shipped like regular inventory items.

Lot and Serial valued items will need to be distributed after invoice generation. All non-inventory items (\* special items and / miscellaneous) will be shipped in full.

If you specified a S/O UDF For Ship Complete in Setup any order number included in the selection criteria whose 'Ship Complete' UDF is checked will only be selected for shipping if the order can be filled to 100%. If the process comes up with anything less than 100%, it will reject the entire order for fill consideration.

Prior to an order being given fill consideration the program will check the 'Perform Customer Credit Checking' in Setup. When enabled the program will look at the Customer to see if they:

- Are on 'Credit Hold'?
- Are past due?
- Have exceeded their credit limit + the value of any Invoices in S/O Invoice Entry?

If the answer to any of these questions is yes, then the order and all other orders for this customer will be disregarded.

If the answer to all of these questions is no, then the Order's {Total Taxable + Total Non-Taxable} will be added to the customer's open A/R balance plus the value of any Invoices in S/O Invoice Entry.

- If the sum of the two exceeds the customer's credit limit, then this order will be disregarded.
- If the sum of the two is less than or equal to the customer's credit limit then the order will be accepted for possible fill processing - and the logic to try and fill the order will then be applied.

If enough of the order can be filled to meet the selected criteria then the sum of the [(Quantity Selected per line for fill \* Unit Price) less any line discounts} less any total discount] will be added to the open A/R and that value will be used for the next order that comes along.

*For Example:*

Customer ABC is not on Credit Hold.

Their Credit Limit is \$10,000.00

Their open A/R + S/O Invoices is \$8,600.00

Order 1111's total taxable & non taxable sales amount is \$2,000.00. \$8600 + \$2000 = \$10600. It is rejected.

Order 1122's total taxable & non taxable sales amount is \$1,000.00. \$8600 + \$1000 = \$9600. It is accepted. Fill processing is applied and only \$300.00 worth of the order can be filled. \$8600 + \$300 = \$8900. This is our new 'open A/R' balance

Order 1133's total taxable & non taxable sales amount is \$1,500.00. \$8900 + \$1500 = \$10,400. It is rejected.

Order 1144's total taxable & non taxable sales amount is \$600.00. \$8900 + \$600 = \$9500. It is accepted. Fill processing is applied and all \$600 can be filled. \$9500 is our new 'open A/R' balance for additional order processing.

This logic is further modified when the Customer specifies an 'Always Fill' UDF on any given order. When this UDF is checked and the order meets the selection criteria, then it will be given fill consideration regardless of whether the Customer is on hold, past due, over credit limit or if this order plus their existing open A/R puts them over their credit limit.

### On Demand Sales Order Fill Report

The values contained in the 'Order Total' column are taken from the 'Total' field for each S/O printed on the report. The column reflects 'Order Totals' by S/O and a grand total for the report .

ABC Distribution and Service Corp.

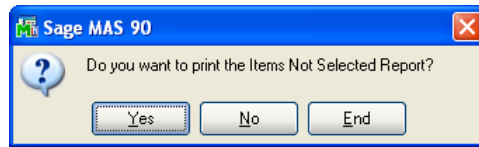
ON DEMAND SALES ORDER FILL REPORT

Sorted by Order Date

ORDER NO.	ORDER DATE/ PROMISE DATE	SHIP DATE/ ITEM NUMBER	CUSTOMER ITEM DESCRIPTION	PROD LINE	UNIT MEAS	WHS	QUANTITY ORDERED	QUANTITY FILLED	QUANTITY REMAINING	FILL ORDER AMOUNT	ORDER TOTAL
0000171	05/01/10 05/01/10	05/01/10 1001-HON-H252	01-ABF American Business Futures HON 2 DRAWER LETTER FILE W/O LK	SHIPPING LABELS: 0 WF&A	EACH	001	1.00	1.00	0.00	81.48	
				0000171 TOTAL:			1.00	1.00	0.00	81.48	81.48
0000143	05/15/10 05/15/10	05/15/10 1001-HON-H252	02-ALLENAP Allen's Appliance Repair HON 2 DRAWER LETTER FILE W/O LK	SHIPPING LABELS: 0 WF&A	EACH	002	12.00	12.00	0.00	937.44	
				0000143 TOTAL:			12.00	12.00	0.00	937.44	9,984.21
0000156	05/15/10 05/31/10	05/31/10 1001-HON-H252	02-ATOZ A To Z Carpet Supply HON 2 DRAWER LETTER FILE W/O LK	SHIPPING LABELS: 0 WF&A	EACH	001	2.00	2.00	0.00	159.60	
				0000156 TOTAL:			2.00	2.00	0.00	159.60	169.18
0000149	05/23/10 05/23/10	05/23/10 1001-HON-H252	02-AMERCON American Concrete Service HON 2 DRAWER LETTER FILE W/O LK	SHIPPING LABELS: 0 WF&A	EACH	002	10.00	10.00	0.00	756.00	
				0000149 TOTAL:			10.00	10.00	0.00	756.00	3,054.28
				REPORT TOTAL:			25.00	25.00	0.00	1,934.52	13,289.15

### Items Not Selected Report

If you selected this option in Setup, you will be prompted to print the Items Not Selected Report after the On Demand Sales Order Fill Report has printed.

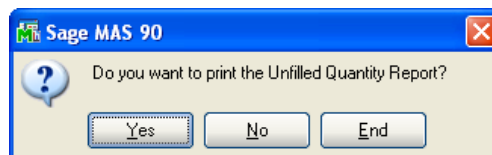


It will list all Inventory Items that met the selection criteria, but were passed over due to insufficient quantity. The following information will print on the report: Promise Date, Item Number, Item Description, Quantity Ordered, S/O Number, and Customer Number.

ABC Distribution and Service Corp.					
ITEMS NOT SELECTED REPORT					
PROMISE DATE	ITEM NUMBER	ITEM DESCRIPTION	QUANTITY ORDERED	SALES ORDER	CUSTOMER NUMBER
05/01/10	GB-MD791	MODEM 9600 FAST POLL	5.00	0000111	02-HELLCO
05/15/10	1001-HON-H252LK	HON 2 DRAWER LETTER FLE W/LCK	14.00	0000143	02-ALLENAP
05/15/10	1001-HON-H254	HON 4 DRAWER LETTER FLE W/O LCK	25.00	0000143	02-ALLENAP
05/15/10	1001-HON-H254LK	HON 4 DRAWER LETTER FLE W/LCK	3.00	0000143	02-ALLENAP
05/23/10	GB-EQ380-10-MF	CENTRONICS CABLE 10 FT M/F	50.00	0000149	02-AMERCON

### Unfilled Quantity Report

If you selected this option in Setup, you will be prompted to print the Unfilled Quantity Report after the On Demand Sales Order Fill Report has printed.



The Unfilled Quantity Report will list all Inventory Items that met the selection criteria but were passed over due to insufficient quantity. The following information will print on the report: Promise Date, Item Number, Item Description, Unfilled Quantity, S/O Number, and Customer Number. The value contained for each item in the Unfilled Quantity field is the result of the following calculation:

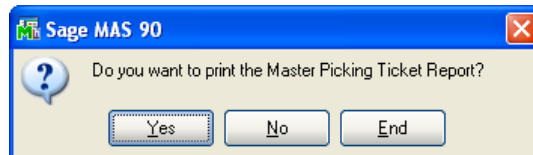
Quantity Ordered - Quantity Selected for Fill

Note that the report will only be available if the 'Default Complete Based On' option in Setup is set to 'Quantity.' If that default is overridden at run time, you will not be prompted to print this report.

ABC Distribution and Service Corp.					
UNFILLED QUANTITY REPORT					
PROMISE DATE	ITEM NUMBER	ITEM DESCRIPTION	UNFILLED QUANTITY	SALES ORDER	CUSTOMER NUMBER
05/01/10	GB-MD791	MODEM 9600 FAST POLL	3.00	0000111	02-JELLCO
05/15/10	1001-HON-H252LK	HON 2 DRAWER LETTER FLE W/LCK	6.00	0000143	02-ALLENAP
05/15/10	1001-HON-H254	HON 4 DRAWER LETTER FLE W/O LK	16.00	0000143	02-ALLENAP
05/15/10	1001-HON-H254LK	HON 4 DRAWER LETTER FLE W/LCK	2.00	0000143	02-ALLENAP
05/23/10	GB-EQ380-10-MF	CENTRONICS CABLE 10 FT M/F	13.00	0000149	02-AMERCON

### Master Picking Ticket Report

After printing the On Demand Sales Order Fill Report, you will be prompted to print a Master Picking Ticket Report; the answer will default from what was specified in Setup. This report summarizes, in one line per unique Inventory item number, the 'Total Quantity Selected', 'Item Number' and 'Item Description' across all of the selected orders from the On Demand Fill Report. This report's data summarizes for all warehouses; there are no breaks by WHS.

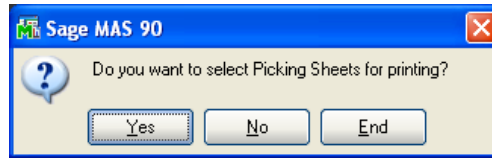


ABC Distribution and Service Corp.		
MASTER PICKING TICKET		
ITEM NUMBER	DESCRIPTION	TOTAL QTY SELECTED
1001-HON-H252	HON 2 DRAWER LETTER FLE W/O LK	3.00
4886-18-14-3	PAPER CADDY 18"W 14"D 3"H	.00
6650-26-16-11	SOUND CVR 26"W 16"D 11"H DM	4.00
6655	PRINTER STAND W/ BASKET	3.00
6657-24-20-12	SOUND CVR 24.5"W 20"D 12"H LQ	1.00
8953	UNIVERSAL 3 1/2" SSDD FLEX DSK	100.00
8971	UNIVERSAL 5 1/4" SSDD FLEX DSK	15.00
8972	UNIVERSAL 5 1/4" DSDD FLEX DSK	20.00
D1000	DESK 72" X 30"	.00
D1400	EXECUTIVE DESK ENSEMBLE	.00
D1700	SECRETARY DESK ENSEMBLE	.00
D2000-C	EXECUTIVE CREDENZA	.00
GLOB-V-3060-25W	GLOBE FOLDING TABLE 30x60	.00
GLOB-V-3096-25W	GLOBE FOLDING TABLE 30x96	5.00
GLOB-V-3696-25W	GLOBE FOLDING TABLE 36x96	4.00
PFS-007-CABLE	EIA RS232 CABLE 7 CONDUCTOR	1,800.00
PFS-007-CONN-F	EIA RS232 CONECT 7 CONDUCTOR F	10.00
PFS-007-CONN-M	EIA RS232 CONECT 7 CONDUCTOR M	15.00
VOG-CM-CASTERS	CASTERS (SET OF 4, 2 W/LOCK)	10.00
VOG-CM-MP-B	MODESTY PANEL	5.00
VOG-CM-MSC	STORAGE CUBE	8.00
WJ-M-2107-B	POST BINDER 3/8 X 1 (100)	12.00
WJ-M-2109-A	POST BINDER 3/16 X 1/2 (100)	5.00

### Picking Sheet Selection

You will be prompted to 'Select Picking Sheets for Printing?' after the prompt to print the Master Picking Ticket Report. The answer to this prompt will default from what was specified in Setup. If you

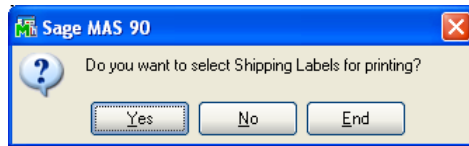
choose to automatically select picking sheets for printing, the 'Print Pick Sheets' field on a selected order's header will be checked.



### Shipping Label Selection

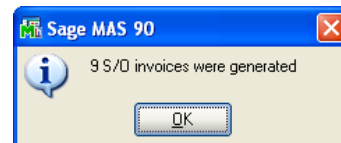
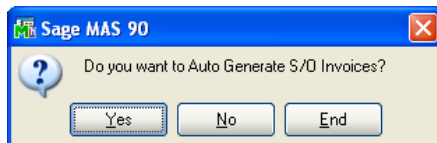
You will be prompted to 'Select Shipping Labels for Printing?' after you have been prompted to 'Select Picking Sheets for Printing'. The answer will default from what was specified in Setup.

If you specified a Shipping Label Divisor in Setup, the number of shipping labels needed is automatically calculated as the total quantity the report calculates as 'Fill Quantity' for each order (in the order's Unit of Measure) divided by the 'Divisor' value specified on the Setup screen. Fractional values will be rounded up. The resulting value will be placed in the 'No. of Shipping Labels' field on the selected order's header screen and will print on the On Demand Fill Report. The maximum quantity of shipping labels that standard MAS 90 MAS 200 Sales Order will accommodate is 99.



### Automatic Invoice Generation

The next prompt will ask, 'Do You Want to Auto Create S/O Invoices?'. This prompt will achieve the same results as in S/O Invoice Data Entry when a Sales Order number is entered on the header, the report determines what Quantity is available to ship, and it is entered in the 'Shipped' field.



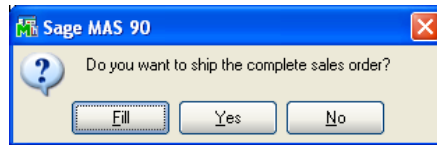
If you have enabled batch processing in Sales Order Setup, the selected orders will be invoiced into a newly-created Sales Order Invoice batch.

If you specified a UDF for Invoice Sort Order in Setup, then the Invoices will be created in UDF/Order Date/Order Number order.

If you specified S/O Invoice Header UDF for Auto Incrementing in Setup, a value will be placed in the UDF as part of invoice generation; it will override any existing value in this field. The first Invoice created will contain '1,' the next one '2,' etc., until the Invoice generation is complete. Each generation will always begin at '1'.

**Manual Sales Order Invoice Entry**

When 'Add Fill option to Ship Complete' is enabled in Setup, the 'Ship Complete Sales Order' prompt in SO Invoice Line Data Entry will have an additional 'Fill' button available.



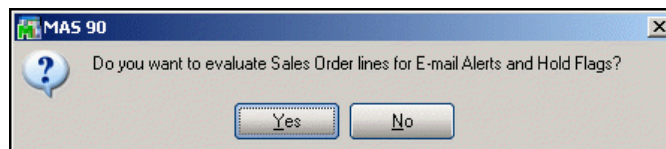
Click the 'Fill' button and the program will populate each line's Quantity Shipped field with the Fill Quantity stored in the UDF designated in Setup. If the Fill Quantity UDF does not exist or is blank, the program will default the Shipped Quantity to 0. This would have the identical result had you selected 'No' to ship complete.

**Helpful Hints**

- The Fill Report logic does not print the Picking Sheets and Shipping Labels, it merely *selects* them for printing. You will need to proceed with the standard options to print them. No exclusionary logic has been added to Picking Sheet or Shipping Label printing; other Picking Sheets and Shipping Labels may also print depending on their individual status on the Sales Order Entry Header Screen.
- The report and its selection logic do not commit inventory items; it is only a suggested allocation tool.
- Running the Fill Report multiple times for varying selection criteria without completing the prior report's selections could produce undesirable results. The selection logic is designed for a user who will run the report, select the picking sheets, pick/pack/ship all that the fill report stated, invoice those orders, *then* run the report again OR run the report, say Yes to Auto Generate the Invoices, then run the report again.

**SO-1369: E-mail Alerts For Purchases By Product Line**

If SO-1369 is enabled and the 'Line' method is in use, then a prompt will appear after the fill selection has been defined, 'Do you want to evaluate Sales Order lines for E-mail Alerts and Hold Flags?'.



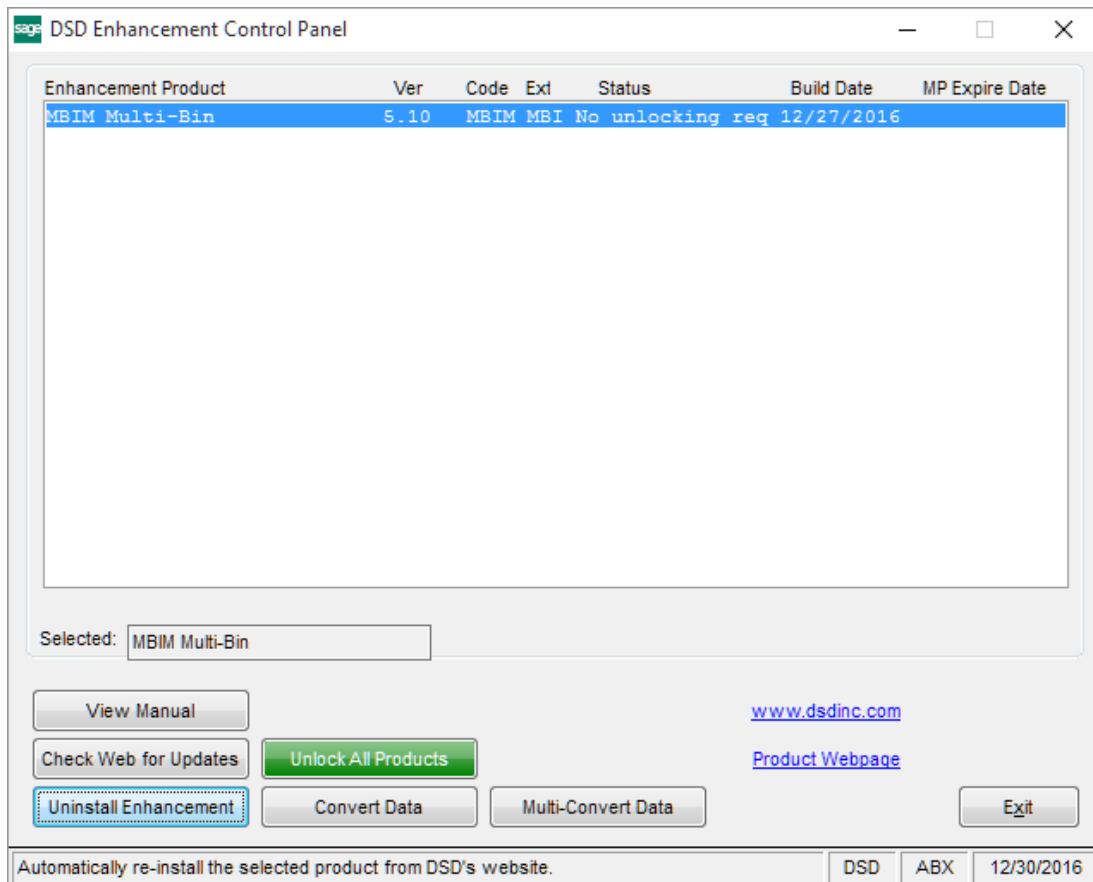
If you choose 'Yes', then the orders selected for the fill report will be subjected to a line by line re-evaluation of the FFL# and the expiration date checked using the Sales Order system date. Those lines which are currently on hold but meet the criteria will have their hold flag removed. Those lines that fail the criteria will have their hold flag checked and an email alert will be sent. (Please refer the SO-1369 product manual for more information.)

**SO-1495, Order Hold Processing by Line**

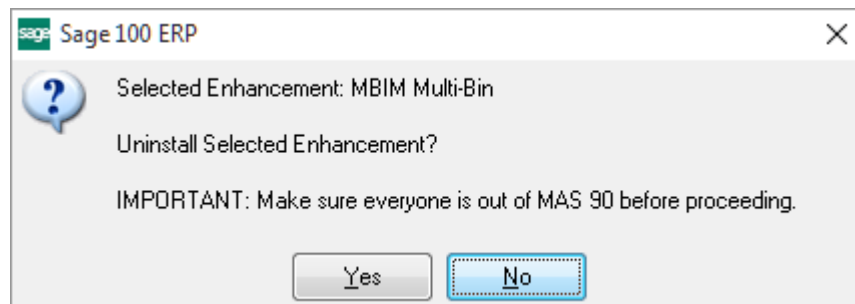
When SO-1495 is installed, On Demand Sales Order Fill Report processing will ignore any lines whose Hold Flag UDF is checked.

**Section E: Uninstall DSD Enhancements**

A DSD Enhancements Uninstall Utility has been provided for the purposes of removing DSD Enhancements from your Sage 100 System. This utility may be accessed from the **DSD Enhancement Control Panel** menu option on the **Library Master / Utilities** menu.



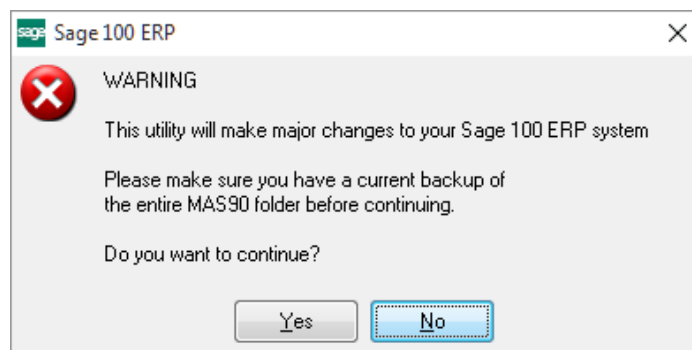
When accessing the **DSD Enhancement Control**, select the enhancement that you wish to Uninstall, and then select the **Uninstall Enhancement** button. The following message box will appear:





Select **No** to exit the Uninstall Process.  
Select **Yes** to continue with the Uninstall Process.

The following message box will appear, to remind you that a complete backup of your entire Sage 100 system should be completed prior to uninstalling a DSD product.



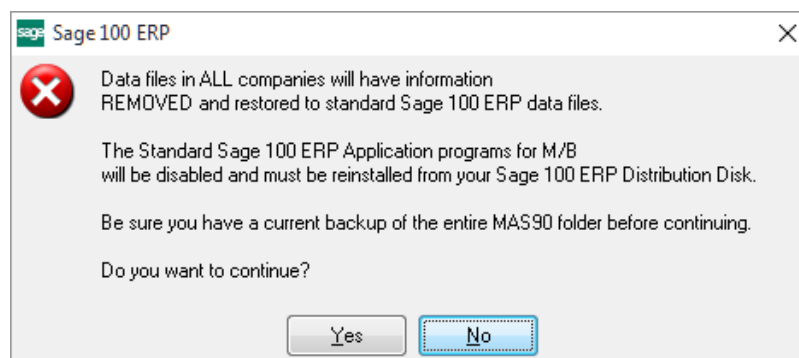
Select **No** to exit the Uninstall Process.  
Select **Yes** to continue with the Uninstall Process.

**After the Uninstall of the DSD Enhancement, you MUST reinstall certain standard Sage 100 modules, followed by reinstallation of Product Updates and Hot Fixes, if applicable.**

A message box will appear, and will display which of those specific Sage 100 modules you must reinstall afterwards.

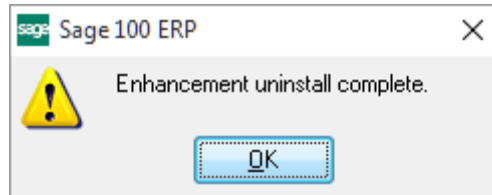
Select **No** to exit the Uninstall Process.  
Select **Yes** to continue with the Uninstall Process.

The following message box will appear, displaying the final warning message.



Select **No** to exit the Uninstall Process.  
Select **Yes** to continue with the Uninstall Process. At this point, the DSD Enhancement will be removed from the Sage 100 system.

After completion of the Uninstall, the following message box will appear. Select OK to continue.



Now that the Uninstall process is completed, you must:

- Reinstall the applicable standard Sage 100 modules
- Reinstall the latest Sage 100 Service Pack/Updates, if applicable.
- Reinstall any other DSD Enhancements or Developer products that are affected from the reinstallation of the standard Sage 100 module(s).