

PRONTO xi



Distribution
Everything to everyone

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740 Solutions Overview: Distribution

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Distribution

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Distribution

Everything to everyone

Distribution is all about efficiency.

The more efficiently you move goods from your warehouse to your customer, and the easier your paperwork matches, the more profitable your sales will be.

Pronto Xi Distribution modules allow you to have clear visibility of your inventory by warehouse, no matter how many warehouses you have and no matter how many times it's been moved.

Most importantly, you can improve efficiency by optimising stock movements, reducing paper-based and manual processes, and having the information you need to make smart business decisions.

Straight down the line

The importance of distribution is often underestimated within an organisation. It isn't exactly glamorous, but it is one of the most critical aspects of the customer interaction because it is a direct reflection of whether your company delivers what it promises.

Included in core Pronto Xi are three fully integrated modules specifically designed to optimise your distribution performance.

Pronto Xi Inventory

Pronto Xi Inventory offers complete inventory visibility across any industry. Track your inventory by quantity, movement and other relevant information, automate ordering and replenishment functions, and reconcile everything back to the fully integrated General Ledger.

Pronto Xi Sales

Pronto Xi Sales gives you complete control over the sales order management cycle. It handles the processing of sales orders, produces picking slips and prints consignment notes, manifests, labels and customer documentation.

Pronto Xi Purchasing

Pronto Xi Purchasing is an efficient procurement solution providing tight cost control and simplifying your purchasing activities by managing your domestic and foreign supplies and shipment processes. Have the insight you need to plan future inventory requirements.



Pronto Xi Inventory

Keep track in any field

Pronto Xi Inventory efficiently controls all your product flows.

Because most changes to inventory levels are the result of processing in other modules – such as Purchasing and Manufacturing – you have complete visibility and can track your inventory by warehouse.

Pronto Xi Inventory includes:

- Multiple warehouses, suppliers and prices per item
- Multiple Units of Measure (UOM) and full First-In-First-Out (FIFO)
- Support for Global Trade Item Number (GTIN) barcodes
- Standard, Average, FIFO, Actual and Replacement costing
- Serial number and lot tracking
- Item licences
- Full stocktake/cycle counting
- Interactive image display for products
- Automated reordering and replenishment

The screenshot displays the 'Inventory Maintenance/Enquiry' window for item SCT567. The interface is organized into several sections:

- Item Information:** Item Code: SCT567, Description: 4th GEN Mountain Bike, 26inch frame, Alloy with disc brakes, APN: 098764ABCD000055, Created: 02-NOV-2017.
- Hierarchy:** Division: DIV1, Department: HOBB, Category: MOU, Class: BIKE, Group: OUT.
- Item Type:** Item Type: S, Condition: A, ABC Class: B, Warranty: B, Cyclic code: M, Movement Type: [blank], Shelf Life: [blank], Stock User: I, Sales Type: M, User Group: BG, Storage Type: B, Traceability: N, Sort Code: 0101, Brand: GENERIC, Brand Desc: Generic Brand.
- Item Dimensions:** Unit Description: EACH, Conversion Factor: 1.0000000, Pack Description: EA, Pack Quantity: 1, Pack Cubic Size: 40.000000, Pack Weight: 6.0000 kg/lt, Import Tariff: RATE10.
- Item Costs:** Standard: 750.0000 per 1, Replacement: 740.0000, Sales Cost: 760.0000, Price Level 0: [blank], Price Plus Tax: [blank], Alcohol %: 0.000, Costing BOM ID: 0.
- Storage Details:** Warehouse: MEL, Bin: [blank], Stock on Hand: 0, Current Commit: 0, POs + In Transit: 0, Available for Sale: [blank], Date Last Sold: [blank].
- Planning and Control:** Reorder Policy: Y, Planning Policy: D, Buyer/Planner: C, Origin Flag: [blank], Origin Source: S, Price Protection: Y, Allocation Code: AUTM.

Understand your inventory at a glance

Inventory master

Pronto Xi Inventory records all the information and transaction history of an item. To create or maintain an item, you can use the main inventory maintenance screen or industry-specific screens. Chemical, paper, retail, wholesale distribution, timber and mining are some of the industries with specialised maintenance screens.

The different types of items handled include:

- **Stocked or standard** – a normal, saleable item, which is typically purchased but can also be manufactured
- **Manufactured** – manufactured items that have components, a bill of material (BOM) and routings
- **Raw materials** – items that are not saleable and do not have a BOM, but can be transferred using a transfer sales order
- **Indent** – items that are not normally held in stock, but purchased subject to a sale
- **Kit** – a combination of various types of items
- **Labour** – items that can have a cost and a selling price but there is no necessity to control quantity on hand (eg. items used as components to cost labour in a BOM or in kits)
- **Specials** – items that can have a cost and a selling price but because they are generally used to control cost overhead recovery or consumables (eg. expense items such as stationery, electricity), there is no necessity to control quantity on hand

Inventory Master records can also include additional information or notes such as hazardous or dangerous goods documentation.

Process requirements - managing multiple processes

Pronto Xi Inventory provides you with the flexibility to manage multiple processes for the single inventory item. For example you may have an item that needs to be configured as back-flushed in line with your manufacturing process but also requires license controls. The process requirement functionality enables you to simply configure the required options in one easy step.

Measuring	Manufacturing
<input checked="" type="radio"/> Not Applicable	<input checked="" type="radio"/> Not Applicable
<input type="radio"/> Lineal Metre	<input type="radio"/> Phantom Item
<input type="radio"/> Square Metre	<input type="radio"/> Disassembly Item
<input type="radio"/> Cubic Metre	<input type="radio"/> Item Backflushed
<input type="radio"/> Weighed/Measured	<input type="radio"/> Components Backflushed

Licences	Packaging
<input checked="" type="radio"/> Not Applicable	<input checked="" type="radio"/> Not Applicable
<input type="radio"/> Licensed Item	<input type="radio"/> Packaging Item
<input type="radio"/> Tobacco Item	<input type="radio"/> Packaging Material

Miscellaneous	
<input type="checkbox"/> Local Warehouse Item	<input type="checkbox"/> Phone Number (POS)
<input type="checkbox"/> Outside Work Item	<input type="checkbox"/> Rebate Item

Classify and control inventory within your warehouse

Inventory maintenance

In Pronto Xi Inventory, the main inventory maintenance screen provides detailed information about items. Its menu options give you access to additional screens for warehouses, suppliers, pricing, alternatives, notes, BOM and more.

Warehouses

You can maintain pick and bulk locations against each warehouse. Additional tracking of inventory is available in Pronto Xi Warehouse Management System.

Pronto Xi Inventory records and tracks movements, costs and commitments for each item in each warehouse. You can use this information for reordering requirements, while the warehouses screen allows you to:

- Determine inventory postings to the general ledger
- Record sales history
- Automatically receive items from other warehouses via internal transfer orders

Various types of warehouses are accommodated, such as standard and advanced warehouses, factory, service van (inventory stored in fleet vehicles) and consignment.

Detailed inventory-level information is kept for each warehouse where an item is held. This includes stock on hand, commitments to various kinds of orders and what is on order from suppliers.

A summary of the inventory movements in each warehouse is recorded and displayed by transaction type.

Item Price Maintenance : SCT567 - 4th GEN Mountain Bike 26inch frame Alloy with disc brakes

Find Correct Entry Remove Promotion Archive Audit Tax Config

Details

Price Category: Item Desc: 4th GEN Mountain Bike
Per: 1 26inch frame
Price Algorithm: 2 Alloy with disc brakes
Discount Matrix: SH Warehouse:
Tax Code: 1 Price Last Change: 24-NOV-2017
Freight Charge Rate: 35.0000

Pricing Details

	Quantity	Price	10.0000% GST	Price + GST
Price Level 0:	1.0000	1180.9091	118.09	1299.00
Price Level 1:	9999999.0000	1090.0000	109.00	1199.00
Price Level 2:	9999999.0000	999.0000	99.91	1099.00
Price Level 3:	9999999.0000	908.1818	90.82	999.00
Price Level 4:	9999999.0000	817.2727	81.73	899.00
Rec. Retail:		1180.9091	118.09	1299.00
RRP Incl. Tax:				1299.00

Promotion Details

From: 27-NOV-2017 Price: 908.1818 90.82 999.00
To: 25-DEC-2017

Maintain unique relationships with every customer

INV M138 Supplier For Item : SCT567

Find Entry Correct Remove Supp Hist Qty/Breaks Supp/Cust Notes Multi UOM Ajdlt Tax Config

Supplier Details
 Supplier: CARTER Carter & Co.
 Supplier Item Code: 87683-00
 Supplier Item Desc: Gen-0 Mountain Bike
 Supplier Priority: 2
 Supplier Item Group: MS

Pack Details
 Unit description: EACH
 Conversion factor: 1.000000
 Pack Quantity: 1
 Pack cubic size: 0.800000

Price Details
 Last Buy Date: 01-NOV-2017
 Current Buy Price: 475.0000
 Per: 1
 Currency: BBD
 Tax Code: N
 Conversion: 1.000000
 Local Equivalent: 0.0000
 Disc: 12.000 %
 Disc Amt: 0.0000
 Nett Buy Price: 0.0000
 New Buy Effective Date: 02-NOV-2017
 New Buy Price: 420.0000
 Last Change Date: 24-NOV-2017
 Qty Purchased CM: 0
 Purchases Cost CM: 0.00
 Qty Purchased YTD: 0
 Purchases Cost YTD: 0.00

Shipping Details
 Economic Order Qty: 10
 Shipping Method: WJ
 Contract # Type: B
 Supplier Contract #: 9797
 Tariff Country Code: Z
 Tariff Duty Rate: 0.00%

Lead Times
 Est. Lead Time: 12
 Last Lead Time: 11
 QA Lead Time: 1

Connect easily with trading partners

Suppliers

Any number of suppliers can be specified, allowing you to set them up for an item by region and record pertinent information, as well as track their performance levels.

The supplier attributes include:

- Supplier preference
- Supplier item code, description and conversion factor
- Minimum order quantity
- Supplier item group
- Pack quantity and volume for cost apportionment of the freight charges
- Supplier estimated and last lead-time
- Multiple quantity price breaks by supplier
- Foreign currency pricing

Pricing

Pricing structures can be set within the Inventory Master record. You can maintain multiple pricing levels for each item as well as promotional prices for specified periods, and set up price algorithms and discount matrices. Tax rules are appropriately handled either at the item level or globally.

The basic pricing record of an item consists of a base price, multiple prices for different categories or quantity breaks, and the recommended retail price. Each item may have additional pricing structures defined by customer group.

Prices can be recalculated for items based on a mark-up value or by applying a percentage increase over current prices. Your current price list can be copied into a price maintenance environment where price changes can be manipulated before updating the current price lists.

Pronto Xi Inventory also allows you to keep track of your competitors' prices.

Inventory master fields

Item code

The item code is an alphanumeric field used to identify items throughout Pronto Xi.

Description

Each item has a three-line product description. Extended note facilities provide unlimited text to be stored for internal and external purposes.

Search by item code, GTIN and product description is available.

Product hierarchy

As a multilevel classification system, the product hierarchy allows a business to clearly define its product taxonomy. The five-level structure provides many benefits, including greatly enhanced inventory management and reporting capability via Pronto Xi modules such as Business Intelligence.

You can select how many of the five 'levels' of the hierarchy are turned on and flexible maintenance allows the hierarchy to be maintained from the top down, or bottom up, making it suitable for various business needs and industries.

Associated functions such as price maintenance, reordering and bulk item maintenance are able to leverage active hierarchy levels. Data integrity is maintained by enforcing the hierarchical relationships between each 'child' and 'parent'.

Type	Status	Cont/Blanket	Notes	Revision	Item Code	Whse	Sugg Supplier	Reorder Qty	Current Buy Price	Line Total
I				10-FEB-2015	SHIRT01 00	MEL	JEL	10.0000	10.0000	100.00
I				10-FEB-2015	2-COMP2	MEL	00034	5.0000	10.0000	50.00
I				10-FEB-2015	EBINDNT6	AGE	00034	71.0000	1.0000	71.00
I				10-FEB-2015	EBINDNT6	MEL	00034	8.0000	1.0000	8.00
I				10-FEB-2015	EBINDNT6	RF-M	00034	7.0000	1.0000	7.00
I				10-FEB-2015	AC-INDENT	MEL	00018	8.0000	2.0000	16.00
I				10-FEB-2015	BL-INDENT	MEL	00018	20.0000	55.0000	1100.00
I				10-FEB-2015	BL-INDENT2	MEL	00018	11.0000	55.0000	605.00
I				10-FEB-2015	BL-INDENT3	MEL	00018	18.0000	55.0000	990.00
I				10-FEB-2015	BL-INDENT4	MEL	00018	13.0000	55.0000	715.00
I				10-FEB-2015	NE-INDENT	MEL	00018	5.0000	0.0000	0.00
I				10-FEB-2015	SP-12	NDC	00032	1.0000	50.0000	50.00
I				10-FEB-2015	SP-1	NDC	00048	1.0000	80.0000	80.00
I				10-FEB-2015	W-INDENT1	MEL	4002.5	2.0000	10.0000	20.00
I				10-FEB-2015	W-INDENT2	MEL	4002.5	2.0000	10.0000	20.00
I				10-FEB-2015	CC-INDENT-18	CDOP	ABC	2.0000	0.0000	0.00

Item Details

Notes: _____ Supp No.: 38545 Pack Qty: 1

Group: SH Desc: Shirt style E UOM: EACH EOQ Qty: 10.0000

Minc: 0 Rate: 0 Lead: 1 Pcr: 1 Disc: 0.00%

Buyer: _____ Rate: 1.0000 Disc. Buys: 10.00

Avg Monthly demand: 0

Optimise your stock levels

Product group

You can categorise items by item groups, which allows for:

- Recording sales history
- Posting to the general ledger for sales, cost of goods sold and more
- Reporting
- Dissection of prices, discounts and promotions
- Calculation of sales representative commissions
- Inventory valuation

Posting of inventory transactions to the general ledger is fully automated.

Prices, discounts and promotions can be established based on item groups, for example, contract price by customer/item group, and promotional discount by customer type/item group. Special commission rates for sales representatives by item group can also be established.

APN

An Alternative Part Number (APN) for a specific item can be used to contain the code of another item, which is cross-referenced when the item is superseded.

GTIN

The universally recognised GTIN (Global Trade Item Number) is more commonly known as the industry-accepted barcode for a specific item. A single item can have multiple GTINs to reflect various units of measure, such as consumer unit, traded unit or pallet.

Both APN and GTIN can be used for enquiry, reporting and scanning directly into Pronto Xi Inventory.

Units, packs, sizes and weights

Multiple units of measure for the sale, warehouse storage and procurement of each inventory item can be used. Pack weights and cubic dimensions can also be stored.

Traceability

Pronto Xi Inventory allows for various means of traceability:

- **Serial-tracked** – can be used when the goods are received, at despatch, or both
- **Lot-tracked (for batch tracking)** – allows for full traceability from purchase to product recall if required
- **Purchase-tracked** – tracks by purchase order number

Import tariffs/excise tax

When an item is imported from a foreign supplier, the tariff charged is dependent upon the country of the supplier and the nature of the item.

Pronto Xi Inventory uses a 'country code' to identify the country of origin, and a 'tariff code' to identify the class of the item for tariff purposes. The country code is stored against the supplier while the tariff codes are held at the item level.

Inventory transactions

Comprehensive transactional details are held for each item and warehouse, including control numbers (eg. serial number, lot number), source document and financial information. Users can define the retention period for historical data files.

Issue/adjust inventory

Most inventory issues occur within other modules such as Pronto Xi Shopfloor Manufacturing and Sales. However, in some instances there may be a need to record inventory issues manually. These can be recorded against:

- Manufacturing (Factory/WIP or Work Order)
- Project (General Ledger or Service Call)
- General Ledger
- Maintenance
- Inventory Adjustment
- Receipts from Purchase Order or Work Order

This function is normally performed within the Purchasing module, but Pronto Xi Inventory provides a fast and simple option to receive goods from a supplier that have been purchased without processing a formal purchase order.

Goods that have been allocated to a work order are sometimes returned unused. This option can be used to return the components back into inventory.

Manufactured Goods Receipt is a simple method of recording the receipt into an inventory of manufactured items. It can be used to receive manufactured items without using the BOM to create and process a work order.

Quality analysis

Goods for release can be held until they have passed through your quality checks. If goods do not pass the checks, Pronto Xi Inventory allows you to reject, scrap or return the items to the supplier.

Reorder processing

Pronto Xi Inventory provides reordering functions to automatically create purchase orders and work orders according to selected criteria. A review process can be undertaken prior to the creation of the actual orders.

Reorder Reports, which calculate the reorder quantities needed to satisfy commitments, minimum inventory levels, maximum inventory levels, or a combination thereof, can be generated. Average sales history, average warehouse demand or forecast can also be used to create planned requirements.

The reorder processing calculation considers a number of factors, including:

- Minimum and maximum days cover
- Minimum and maximum inventory levels
- Economic order quantity
- Lead time
- Current inventory level, including current commitments
- Items on order from supplier
- In transit
- Internal requisitions

Budgets

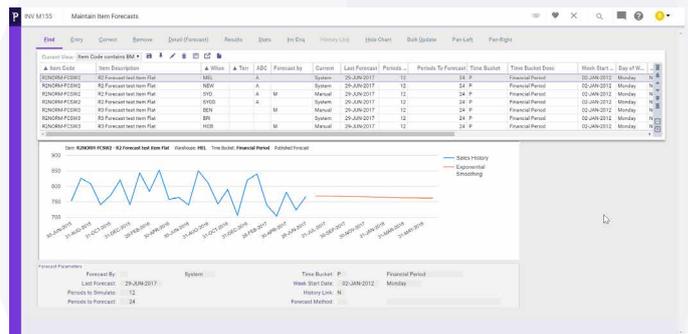
Pronto Xi Inventory holds budget information at the item level, planning group level or item group level.

Budgets can be manually entered for each period of the year, and spread factors to apportion the total annual amount based on the relative weighting/ratio as specified for each period can be used. Numerous reports are available to compare budgets against actual sales as well as budget listings.

Costing

Various costs, such as Standard, Average, FIFO and Actual, can be maintained for posting purposes, inventory valuation and sales margin reporting. Inventory valuation reports can be produced at any time using the costing method of your choice, and if necessary costs can be recalculated based on a range of factors.

Landed costs are calculated as part of the shipment costing process (please refer to [Pronto Xi Accounts Payable](#) for more information).



Kits

Kits are a list of components made up from saleable items that can be optionally selected during the sales order process. For example, a personal computer, keyboard, monitor and mouse can be sold individually or as a kit. Various categories of kit component lines are accommodated, including:

- Mandatory
- Optional
- Variable quantity
- Grouped options

Kit pricing can either be generated from the components or simply selected from the item price record.

Stocktake

To help you measure your inventory accuracy, a snapshot view of your holding can be provided, with any adjustments automatically reflected in the general ledger. Wall-to-wall and cycle counting techniques are supported to comply with company policies, as well as data capturing techniques such as tickets, bar coding, radio frequency (RF) and cards.

The stocktake process can include:

- **Initial pre-stocktake check** – reports any outstanding inventory-related transactions that may need to be completed prior to the final snapshot of the book inventory
- **Prepare stocktake** – creates a snapshot file of your inventory holding and can produce a Stocktake Report (a unique stocktake control code is generated as part of this process to allow for easy identification and parameters)
- **Stocktake refreeze** – resets the snapshot file if further reprocessing has taken place that will affect the book inventory of the original snapshot
- **Enter counts** – employs multiple data entry techniques, including manual
- **Produce reports** – to assist with reconciliation, including Uncounted Items, Variation and Valuation
- **Update stocktake** – performs an update once the stocktake is finalised to make all necessary adjustments to the stock ledger and general ledger for the appropriate accounting period



Pronto Xi Sales

Bring your sales into order

With Pronto Xi Sales, handling a full range of sales order processes and integrating with your inventory control and financial management systems has never been easier.

Numerous user-definable options allow you to tailor the entry screen and all stages within the order lifecycle process to meet your specific requirements. High order volume through to highly configured product environments demand scalable order entry solutions. With the use of order templates and copy features Pronto Xi Sales delivers an optimised approach to order processing to enhance and empower your sales team.

Manage every aspect of distribution ranging from forward orders, quotations, consignments, warehouse transfers and returns within simple intuitive screens. Drill back features and clear visibility of inventory on hand and costs mean that you have a 360 degree view right across your distribution network.

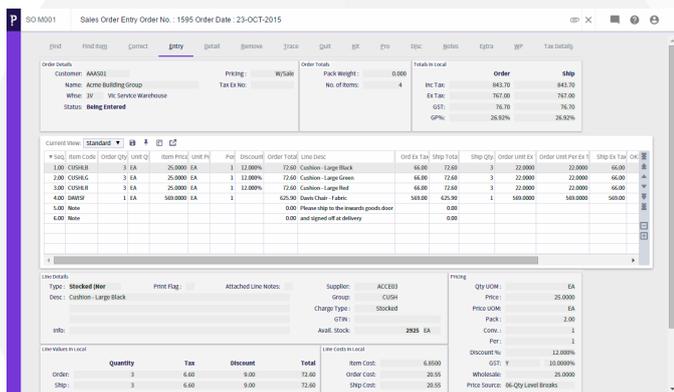
Pronto Xi Sales features include:

- User-definable order entry screen
- BOM configuration capability
- Automatic inventory allocation
- Internal transfer/work orders for unavailable inventory
- Management of kits
- Credit checking and display at order entry/edit
- Multiple warehouse capabilities
- Direct links between sales orders, purchase orders and work orders
- Automatic freight calculations
- Full sales history retention
- Item alternatives and multiple selling units of measure
- Full back-order management

Sales order integration

Pronto Xi Sales is fully integrated with Pronto Xi Inventory, Accounts Receivable, General Ledger and Customer Relationship Management. When a sales order is updated, available inventory, customer data, sales history, inventory movements and relevant general ledger accounts are all automatically updated by Pronto Xi.

Where Electronic Data Interchange (EDI) is required, Pronto Xi EDI delivers sales order automation at file Import. Automatic sales order creation is also found across other modules, Service, Rental and Project provide bulk creation processes based on agreed billing cycles.



Rapid order entry and all information at your fingertips

Sales order entry and maintenance

You have the flexibility to configure sales order entry to map your business processes and ensure fast order entry.

1. Sales order header

Once the customer is selected, the sales representative, price level, territory and available credit are automatically applied to the sales order. Integration with Pronto Xi Accounts Receivable ensures a very fast sales order entry process without data duplication and errors.

2. Sales order lines

Items requested by the customer are entered and extensive inventory information is available to the salesperson, including pricing and availability. If an item is not available, alternatives that may satisfy the customer can be displayed. Additional costs associated with fulfilment can be recorded and you can choose to charge for freight, packaging and handling or any other costs that need to be recovered.

3. Sales order conclusion

When all the items have been entered, the options available at conclusion allow for a variety of further processing.

If the ordered items are available, the picking slip for this sales order is ready to be printed in the allocated warehouse.

Sales order types

Pronto Xi Sales handles a range of order types, allowing for increased convenience and flexibility. The order type defines the underlying business process and includes:

Normal sales orders

You can track the progress of a sales order by its status. For example, if its status is 'Work Order Created', then the item is in the process of being manufactured.

If the goods ordered are not available in the warehouse that normally despatches to the customer, you can check if the goods are available from other warehouses. If so, the items can be despatched automatically or transferred to the originating warehouse.

Pronto Xi can also create work orders or purchase orders directly linked to sales orders for unavailable items. You can drill-down from the sales order to track progress.

Credit notes

Extensive credit note facilities are available. A full or partial credit can be raised automatically loading the original invoice lines and prompting for the type of credit to be processed (entire order or line-by-line).

Limits for the raising and approving of credit notes can be set and appropriate warnings given. Credit types available include:

- Credit and recharge of inventory
- Net price/discount credit and recharge
- Return to inventory
- Inventory write-off
- Credit of a charge
- Inventory exchange
- Issue new item free

Transfers

Pronto Xi Sales allows you to create a transfer order to properly control and document the sequence of events necessary to move stock between warehouses. The production of picking slips and transfer documents ensures control over the movement of goods.

Quotations

As well as being able to produce quotations, you can easily manipulate the pricing based on cost, mark-up and other criteria. Inventory is not committed to the quotation until it is converted into an order.

Quotations can be configured for customer-specific requirements. During negotiation, all adjustments or reconfigurations automatically recalculate the details.

You can also have quotations pass through an acceptance phase before they are converted to an order. If the quotation is rejected, you can enter the reason for the lost sale. This information can later be reported on, allowing you to identify trends and causes for lost opportunities.

Internal sales

Orders from within your organisation can be accepted. The department requiring the product will raise an internal requisition and this will be treated as an internal sales order allowing for accurate tracking of inventory as well as possible freight charges.

SO M001 Full Order Entry - Order Date: 23-OCT-2015

Lines Correct Address Instruction P/gancier Fax Customer Change Tax Exemptions Extra

Order

Customer: AAA501
 Bill to:
 Avail Cr: 9990303.00
 Access:
 Contact:
 Type: N Normal
 Cust. Ref:
 Order No.: 1556

Customer Address

Name: AAA Shopfitting P/L
 Address: Po Box 691
 Virginia
 QLD
 Postcode: 4014
 Phone: 07 3865 8180
 Fax:

Detail

Delivery Date:
 Tax Calc Level: L Grp:
 Tax Exemptions Apply: N
 Salesperson: DJA David John ASTOR
 Warehouse: IV Vic Service Warehouse
 Sales Type: IV Vic Service Warehouse
 Customer Price: 0 Price Level 0
 Terms Discount:
 Sales Order Date: 23-OCT-2015
 Carrier Code:
 Project:
 Category:
 CRM:

Delivery Address

Name: Same as above
 Address:

Delivery instructions

1:
 2:
 3:
 4:
 5:
 6:
 7:

Efficient customer service with configurable entry

Forward orders

You can enter an order with a future delivery date without immediately allocating stock that would otherwise be available for immediate sale. Inventory is not allocated to a forward order until closer to the supply date.

Regular deliveries for a forward order can be scheduled if, for example, you need to supply a customer with a quantity of items on the first of every month.

Contracts

When a customer has a contract to purchase goods or services to a maximum value and quantity, these details can be recorded on a contract order. During normal order entry, Pronto Xi Sales will allow the contract number to be entered and ensure that the contracted details are applied.

Proformas

A proforma order is a standing customer order that lists the items normally purchased. To save on the administrative effort associated with a new customer sales order entry, the proforma can be directly accessed by the data entry operator and items selected from it.

Return authorisation

Pronto Xi Sales allows you to manage and track the entire lifecycle of customer returns. Efficiently log Return Authorisations and control how items are returned to stock, written off or recharged and credited, all conducted within a single Returns Management screen.

The Returns Management process delivers features such as:

- Creating a product return request
- Reviewing and approve the request to return
- Confirming arrival of the goods back into the warehouse
- Returning the goods to your supplier for credit, replacement or repair
- Returning the goods to the warehouse for resale
- Creating a work order to have the goods repaired, reworked or disassembled
- Raising a full or partial credit note for your customer
- This allows you to keep a close track of goods that have been returned and report on the reasons for returns to assist in forecasting future requirements, addressing areas of concern and recording the performance of the supply chain

The screenshot displays the 'Enter Item Return' window in a software application. The window title is 'SO M189 Enter Item Return'. The interface includes a menu bar with options: Entry, Action, Correct (highlighted), Find, Lines, Review, Print, Help, and Status List. The main content area is divided into several sections:

- Return Details:** RA Number: 57590, Status: **RMA In Progress**, Customer: 1685, Bill to: 1685, Name: DMCLUST3, Invoice No.: 57561, Qty Returned: -1, Serial No.:, Customer Ref: EWRWQER, Item Code: DE01, Item Desc: Honey Fabric Office Chair.
- Name and Address Details:** Name: DMCLUST3, Address: (multiple blank lines), Postcode: (blank), PH: (blank), Fax: (blank), DPID: (blank).
- Fault Desc.:** Fabric colour inconsistent with shop floor demonstration model.
- RA Reason:** 3, Stock Damaged, Rec. Whse: MEL, Melbourne.
- Entered By:** bruce, Order Date: 23-OCT-2015, Received: (blank).

Manage the entire returns lifecycle with greater accuracy and control"

Schedule order

A sales order can be scheduled for a split delivery so that it is fulfilled progressively over time, for example, by a certain quantity every week. You can specify the delivery dates and the number of items for each delivery.

Recurring Sales Orders

Now you can automate the scheduling of orders, reducing administrative time. This is particularly useful for transactions with a predefined supply of goods and services over a given period.

Create billing templates, defining the frequency for each invoice. The agreed price of goods and services is set upon creation of the invoice and takes into account pricing fluctuations.

When new invoices or orders are created automatically, the built-in notification system delivers email alerts.

Credit control

If a customer is 'on hold', or over their credit limit or terms, the data entry person will be warned. Pronto Xi Sales will set the order status to either 'on hold' or 'credit hold' depending on the circumstances.

A Credit Officer can be automatically notified by email when orders are placed on hold, and may choose to release the order(s) for despatch.

SO M038 Recurrence Schedule for Sales Order Template 8822993194

Recurrence Order Attributes
Order Days: 7
Notify: N

Delivery Date Recurrence Pattern
 Daily Recur every 1 week(s) on:
 Weekly Monday Tuesday Wednesday Thursday
 Monthly Friday Saturday Sunday
 Yearly

Delivery Date Range of Recurrence
Start: 15-FEB-2017 End after: 10 occurrences
 End by: 19-APR-2017

OK Cancel Remove Recurrence Notify-Email

Backorder/inventory allocation

You can view sales orders to check for current inventory commitments at any time. When there is insufficient inventory to satisfy a customer's order, a number of options are available, depending on both the customer's nominated backorder and part shipment policies. Some of the options include:

- **No backorders allowed** – a backorder won't be created for any item not supplied on the original
- **Part shipments not allowed** – the order is held for despatch until all items are available
- **Backorders allowed** – the backorder is supplied when the next order is placed (merging the backordered items with the next order)
- **Part shipments allowed** – available items are despatched and remaining items placed on backorder

When part of an order is placed on backorder, Pronto Xi Sales refers to the original order to identify the backorder for ease of tracking.

Inventory allocations can be performed manually or automatically based on the parameters set. Items can also be automatically allocated to backorders on receipt of goods from a purchase order or shipment.

Sales budgets

You can set sales budgets in Pronto Xi Sales, Accounts Receivable or Inventory based on customer, item code, territory or item group.

Apply a user-defined spread factor across the year, or set budgets for each period. The spread factor can take into account seasonal fluctuations, geographic differences or other things that influence sales at various times.

The screenshot shows the 'Customer Maintenance' form for customer 'AB-CEB'. The form is divided into several sections:

- Transaction Balances:** Operating Balance: 35,640.20, Current Balance: 35,640.20, Future Balance: 0.00, Outstanding Balance: 35,640.20.
- Tracing Dates:** Last Sale: 24-AUG-2015, Last Payment: 17-SEP-2015, Account Opened: 09-JUL-2002.
- Credit Status:** Credit Status: Over Credit Limit, Credit Limit: 0, C.O.D.: 5, Credit Limit Override: 5, Customer Status: OK.
- Address Details:** Name: Ann Bill To, Address: 64 Bay Street, Sandringham, Victoria. Postcode: 3186, Tax Grp: [blank], Phone Country: [blank], Phone: 99999998, Fax Country: [blank], Fax: 99999979, Email: [blank], ABN: [blank], DPID: [blank], CIS: [blank], Contact: [blank].
- Details:** Housekeeping Period: 0, Open Item: [blank], Price Level: [blank], Price Level 0: [blank], Warehouse: MEL, Melbourne Main Warehouse, Sales Rep: 345, Jan Brown, Territory: 3M, VIC Metropolitan, Terms Discount: [blank], Unspecified, Current Disc: 5.00, Ageing Code: [blank], Last Change: 15-SEP-2015.
- Customer Definitions:** Customer Type: [blank], Industry: [blank], Marketing Flag: [blank], Company Flag: [blank], Price Category: [blank], Currency Code: [blank], Delivery Code: [blank], Delivery Seq: 0, Master Account: [blank].
- Part Shipments:** Part Shipments: Y, Price by Bill to: D, Cust Sign Ind: Y, Billing Control: Z, Mailing Control: [blank], Freight Code: [blank], Industry Sub: [blank].
- Tax Details:** Tax Exemption: [blank].

Sales order enquiry

A range of sophisticated enquiry facilities enables an order to be found easily. Enquiries can be made by account code, product, customer reference, warehouse, user ID, invoice number, credit note number, status, order number, delivery and/or consignment note number.

Sales rebates

Depending on your specific requirements, Pronto Xi can calculate rebates based on percentages, flat values or quantities.

Customer rebates

Rebates can be calculated for a number of combinations, including customer code, customer group, item code, item group and item group class, and forwarded to the customer in a number of ways.

As a sale is made to a customer, the invoice program determines if any rebate is due on the sale. When a customer rebate is applicable, the relevant sales history files are updated and provisional postings made to the general ledger.

In addition, a report is run prior to the preparation of statements to calculate the rebate amount the customer has achieved.

Manual customer rebates

Rebates can be calculated by customer and item code, using a percentage rebate rate. The rebate is applied to the sales order line shipped amount (excluding tax).

Royalty rebates

Royalty rebates can be calculated by item using either a value or a percentage. The cost of the sales order line is updated to include the rebate calculated, which affects the sales history.

Pronto Xi Warranty

Pronto Xi Warranty allows you to easily enter and track warranty claims and manage product returns.

As well as maintaining notes, instructions and fault description for the warranty work, you can:

- Print invoice and consignment notes for the current job
- Convert quotation to order
- View machine details for the current order
- Raise, view or maintain purchase orders
- Finish or cancel the current job

Pronto Xi Purchasing

Perfect procurement

Pronto Xi Purchasing is a highly efficient procurement solution, capable of managing both domestic and foreign supply and shipment processes. It can also help you plan future inventory requirements.

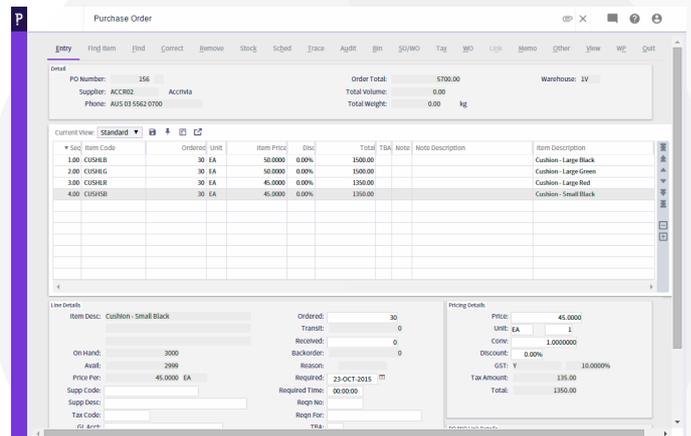
By combining data on inventory levels, sales history and current commitments, purchase orders can be automatically created. Purchase orders and shipment receipts also automatically trigger updates to inventory levels, and invoices are matched off and posted to the general ledger.

Pronto Xi Purchasing functionalities include:

- Full integration with all other Pronto Xi modules
- Purchase authorisation limits
- Internal requisitions
- Tracking of orders through placement, despatch, receipt and invoice
- Goods receipt by order or shipment
- Blanket and contract orders
- Returns and quotation requests
- Tracking of international shipment charges
- Calculation of inventory costs from shipment charges
- Allocation of costs by various methods, including weight, value and volume
- Automatic reordering
- Multiple currencies
- Multiple cost allocations per line
- Shipment re-costing

Requisitions

You can raise requisitions prior to the entry of a purchase order and instruct Pronto Xi Purchasing to ensure that an authorised person approves the requisition before the purchase order is raised. There is a full range of functions available to be used in association with requisitions, including approval process and full enquiry.



Manage your inventory and spending

Purchase orders

Purchase orders can be automatically created by Pronto Xi or entered manually by the purchasing officer following a simple process. There is also the flexibility to configure these steps to map your business processes and ensure fast order entry.

Purchase order header

When a supplier is selected, its default parameters are automatically applied to the purchase order. Integration with Pronto Xi Accounts Payable ensures a very fast purchase order entry process without data duplication and errors.

Once an order has been entered and approved, the order may be printed and the inventory updated to show the quantity now 'on order'. Purchase orders may be maintained to record any changes, for example:

- Multiple delivery docket numbers
- Altered order status
- Updated inventory levels and ledgers
- Duplicate, break or split orders
- Contract order variances
- Returned items

Purchase order lines

Within the purchase order lines screen you have access to full inventory enquiry, warehouse levels, pricing and available units of measure. You can also add notes, internal memos, additional charges and more.

Purchase order conclusion

Once all items are entered in the purchase order, they can be further processed.

PO M011 Enter Purchase Orders

Supplier: ACCR02

Order Type: N Normal Order

PO Order No.: 156

Warehouse: 1V

Del instructions:

Ordered: 23-OCT-2015

Action: 23-OCT-2015

Due: 23-OCT-2015

Currency:

Initial Rate: 1.000000

Final Rate: 0.000000

Order Terms:

Buyer Name: brucem

Project:

Category:

Receive To Site:

Catalogue No.: 0

Tender No.:

Notes:

Tax Group:

Tax Exemptions: N

Allocation Defaults:

Supplier Address:

Name: Accriva

Address: PO Box 911
Warrnambool
VIC

Postcode: 3280

Phone: AUS 03 5562 0700

Fax: AUS

Delivery Address:

Name: sdfsdfsf f

Address: 20 sdfsdfdrive
Melbourne

Delivery Instructions:

- 1:
- 2:
- 3:
- 4:
- 5:
- 6:
- 7:

Control your procurement

Goods received by order

You can record the receipt of the goods once a purchase order is entered and printed. The invoice can be processed before or after receipt.

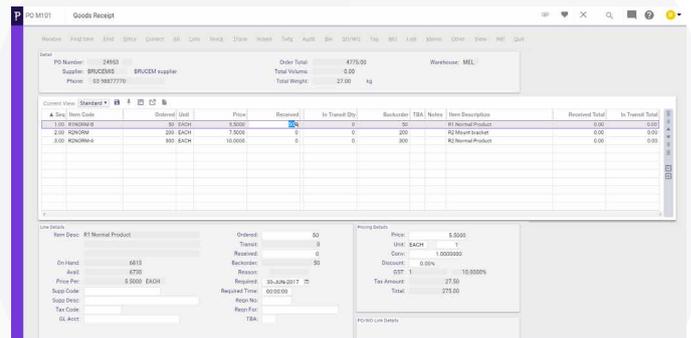
If goods are received that do not appear on the original purchase order, you can add a new line to the order. If you are using FIFO inventory management, Pronto Xi Purchasing writes a FIFO record for each line item in the delivery.

If you receive only part of an order, there is an option to place the remainder on backorder. From a purchasing viewpoint, the items are still on order and no additional processing is required. If undelivered goods are not put on backorder, the remainder of the order is considered cancelled and the quantity of items on the order is adjusted accordingly.

Once goods are received you can update the purchase order to allocate the items to the destination warehouse. The received goods are deducted from inventory on order or in transit (depending on order status) and added to the inventory on hand at the destination warehouse. Actual delivery dates and lead times are recorded.

Warranty order/ warranty exchange

Warranty orders result from warranty claims. They are linked to either a dealer/customer claim or a warranty workshop job number. All the items and non-stocked lines are loaded onto a warranty purchase order. The item(s) to return can be selected. A financial claim can be entered via a special line for the amount being claimed.



PO M102 Maintain Shipment Details

Find **Correct** Remove Transit Lines Orders Charges Goods Recd Update Extra

Shipment Details

Shipment No.: SH77236 **In Progress**
 Supplier: STEVEGBP Steve - GBP

Departure Port: APORT
 Arrival Port: BPORT

Departure Date: 05-AUG-2017
 Whse Receiving Goods: MEL
 Exp. Arrival Date: 12-AUG-2017

Shipment GL Account: Z8SHPVAR Shipment variance
 Allow Final Recost: Y

Vessel/Payment

Vessel/Carrier Name: VOYAGER 66
 Voyage/Flight Number: 768733
 Shipping Company: TDX
 Consignment Number: 9878682T2
 Kg: 116.9200
 Number of FCLs: 1
 Order Terms: FIS
 Payment Terms: 120
 LC Number: RJSTES1
 Security Lodgement: IUT7
 Port of Lodgement:

Shipment Values

Value in AUD: 22009.41
 Value in GBP: 11224.80
 Currency Code: GBP
 Invoice Total: 11224.80
 Last Change: 30-OCT-2017
 Goods Received:
 Goods Updated:
 Invoiced: F Fully

Shipment management

A complete shipment management capability is included, allowing you to group several orders against multiple international or local suppliers into one shipment. Subsequent processing of the orders, including delivery and invoicing, is handled through the shipment processing functions.

Shipments are used to record despatches of goods from suppliers. The shipment can include items from a number of purchase orders and can record any freight or other associated costs. Using shipments lets you track the progress of the goods and calculate landed costs.

Standard, Average, First-In-First-Out (FIFO) and Actual costing techniques are supported for foreign shipments. Charges incurred in the shipment can be automatically recorded and incorporated into revised average and landed costs.

Receiving a shipment books the goods attached to the shipment into the destination warehouse.

Incoming shipment notifications

Incoming goods data can be received electronically in advance of the goods arriving, allowing you to better plan your inwards goods operation. This information will typically be sent via a supplier's Electronic Data Interchange (EDI) 'Despatch Advice' or 'Advanced Shipment Notification' message, provided you have an established EDI trading relationship in Pronto Xi.

Advanced notification will also be used to create or update purchase order shipment information, in preparation for the actual goods receipt into your warehouse.

Invoicing

Purchase orders and shipment management invoices are posted via Pronto Xi Accounts Payable. An enquiry on the supplier allows a drill-down to the supporting purchase order and shipment.

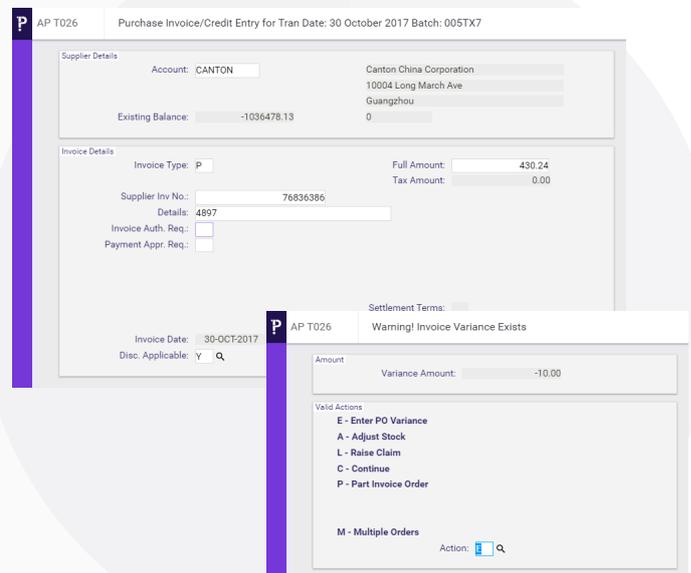
With sophisticated handling of purchase order invoice variances, tolerance limits can be set to determine if a payment approval is required. Pronto Xi allows for variance of price, quantity or charge. Decisions can be made on whether to apply the change to the goods or raise a credit claim.

Integration with Pronto Xi General Ledger

Transactions created and entered through Pronto Xi Purchasing are automatically updated to Pronto Xi General Ledger and Accounts Payable according to the settings you have specified in your Special Accounts.

Variance accounts, tariffs and duties

Pronto Xi Purchasing allows you to record charges associated with the goods being shipped against a shipment. The duty payable is calculated from the duty rate and purchase price of the item so that it doesn't need to be manually entered as a shipment charge.



P AP T026 Purchase Invoice/Credit Entry for Tran Date: 30 October 2017 Batch: 005TX7

Supplier Details
Account: CANTON Canton China Corporation
10004 Long March Ave
Guangzhou
Existing Balance: -1036478.13 0

Invoice Details
Invoice Type: P Full Amount: 430.24
Tax Amount: 0.00
Supplier Inv No: 76836386
Details: 4897
Invoice Auth. Req:
Payment Appr. Req:

Settlement Terms:
Warning! Invoice Variance Exists

Amount
Variance Amount: -10.00

Valid Actions
E - Enter PO Variance
A - Adjust Stock
L - Raise Claim
C - Continue
P - Part Invoice Order
M - Multiple Orders
Action:

Costing and recosting

Pronto Xi Purchasing calculates the landed cost of an item both at the goods receipt and recosting stage. It automatically spreads the value of all shipment charges across all items on the shipment based on the selected distribution method. A Shipment Costing Report detailing the apportionment is produced at this stage.

Flagging the shipment for final recosting allows goods to be booked into inventory and sold prior to the final charges being known. At the final recosting stage the new landed cost of the item is recalculated, revaluing the inventory on hand.

If the inventory has already been sold, cost adjustment sales orders are created to reflect the correct cost for sales history reporting, and perform the relevant postings to the 'Cost of Goods Sold' accounts in the general ledger.

Purchase orders and shipment enquiries

The Pronto Xi Purchasing enquiry function allows you to quickly find and retrieve detailed information on purchase orders and shipments in a number of different ways, including by order number, warehouse, status of orders, supplier, item code and requisition number.

Supplier rebates

Supplier rebates can be set up and entered against purchase order invoices at the time of invoice entry. The rebate amount is automatically calculated based on the invoice amount.

Supplier target-based rebates are also permitted, where a quantity or amount is entered with a discount percentage for that target. This percentage is not applied to an actual purchase order, but is an amount paid as a rebate from the supplier at a later date. The target applies to a period of time and the discount applies when the cumulative purchases during that period exceed the target.

Actual rebates paid by the supplier can be entered, and Pronto Xi Purchasing issues a warning if an amount greater than calculated is entered.





The right call

We're always ready to adapt Pronto Xi to perfectly fit your unique requirements.

For more information on what we can do for your business, contact us at 1300 PRONTO (1300 77 66 86) or find us at: www.pronto.net



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