



**POP-to-SOP Vendor Tracking Numbers &
Email Notification to Customer**



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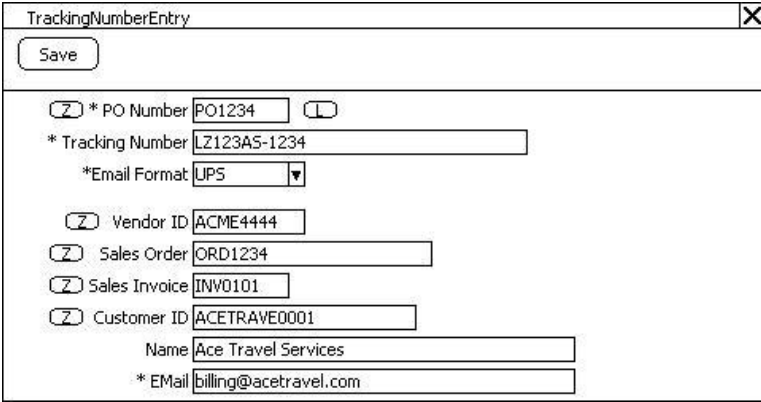
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Problem Definition

Problem Definition	CCDA
<p>ACMECO creates sales orders with some lines that are fulfilled via a linked drop-ship purchase order.</p> <p>After sending the PO to the vendor, the vendor will respond via email with ACMECO's PO Number and a Tracking Number for the shipment.</p> <p>ACMECO would like a quick way to get the Tracking Number entered on the Sales Order, or Invoice if the document has already been transferred.</p> <p>At the same time, ACMECO would like to automatically send an email to the Customer containing the Customer PO Number and the Tracking Number.</p>	

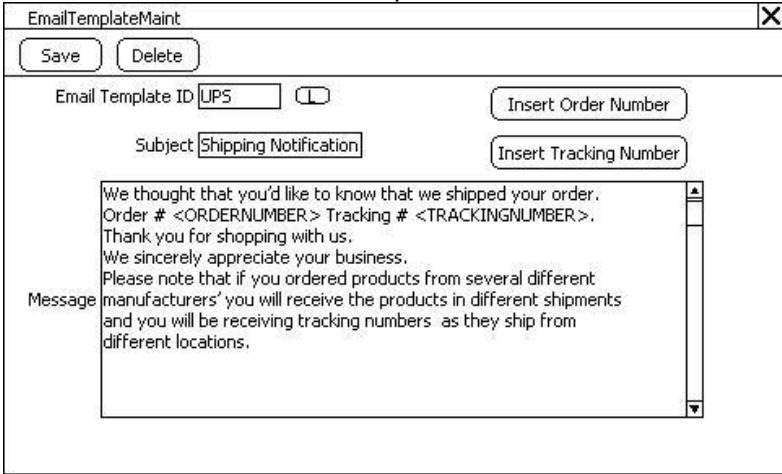
Design Features

Tracking Number Entry	CCDA
<p>A new window will be created called Tracking Number Entry.</p>  <p>“*” = fields that require data entry “L” = Lookup button “Z” = Field next to the Z is a Zoom.</p> <p>The window will be access from Transactions >> Sales >> Tracking Number Entry.</p> <p>When user enters the PO Number the system will retrieve from the database Vendor ID, Sales Order, Sales Invoice (if the Order has been transferred), Customer ID, Name, and Email.</p> <p>The user will enter the Tracking Number, and select an Email Format. The Subject Line and Message are defined in Email Template Maintenance.</p>	

The email field will be populated using the "TO" email address on Customer Maintenance Options. The field will also be editable so the user can change it if necessary. The change will be applied only to the current email and will not be saved to the customer record.

When the user clicks SAVE the following will occur:

- The Tracking Number will be added to the Tracking Numbers list for the Order, and if present, the Invoice
- An email will be created (see following sections).

Email Template Maintenance	CCDA
<p>A new window will be added called Email Template Maintenance.</p>  <p>The window will be accessed from Tools >> Setup >> Sales >> Email Templates.</p> <p>The user will be able to create and maintain an unlimited number of Email Templates. The Email Template ID will appear in the drop-down list called "Email Format" on the Tracking Number Entry window.</p> <p>As shown above, two special fields can be added to the message: "<ORDERNUMBER>" and "<TRACKINGNUMBER>". These are added by clicking the appropriate button. When the message is created, the module will look for these fields and replace that text with the Sales Order Number and the Tracking Number from the Tracking Number Entry window.</p>	

