

ACMECO Custom
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Rep Sales - Setup

In order for Mfr Rep Sales to function properly, the following are items are required to be in Dynamics GP.

Sales Order Setup

Tools >> Setup >> Sales >> Sales Order Processing

Checkbook ID

A checkbook ID must be selected for creating a Sales Batch

Fulfillment Order/ Invoice button

When acting as a manufacturer's representative, an Invoice ID must be setup for invoicing commissions to the manufacturer. This Invoice ID is then assigned as a Commission Invoice in the [Setup Rep Sales](#) window.

Order button

When acting as a manufacturer's representative, an Order ID must be setup for customer orders that will be sent to the manufacturer. This Order ID is then assigned as a Manufacturer's Order ID in the [Setup Rep Sales](#) window. The Order ID requires the following settings:

- Allocate by: none
- Use Fulfillment Order/ Invoice ID: Invoice ID from previous section
- Use Separate Fulfillment Process: checked
- Void Documents: checked

User-Defined button

When acting as a manufacturer's representative, the manufacturer's invoice number can be entered on the

Commission Invoice and then used to find sales documents in the [Apply Sales Documents](#) window. In the User-Defined Field Entry section, enter 'Mfr Invoice' in Text Field 4.

Item Maintenance

Cards >> Inventory >> Item

An item must be setup to use on the Commission Invoice. This item is typically called 'COMMISSION' and requires the following setups:

- Item Type: Services
- Cost: \$0.00
- Price List Setup (Required for adding as a line item in Sales Transaction Entry)

Security Setup

Tools>> Setup>> System>> Security

Users of Mfr Rep Sales must be granted permission to three alternate Dynamics GP Windows.

1. Select the User ID.
2. Select the Company.
3. Select Mfr Rep Sales as the Product.
4. Select Alternate Dynamics GP Windows as the Type.
5. Select Sales as the Series.
6. Click MARK ALL to select Apply Sales Documents, Sales Transaction Entry and Sales Transfer Documents from the Access List.
7. Click OK to save the changes and exit the window.

Tools >> Setup >> Sales >> Setup Rep Sales

Use this window to setup Mfr Rep Sales default information.

Fields ▲

Commission Order ID

This field serves the same function as Manufacturer's Order ID at this time and is not required.

Batch Number

This is the Batch ID assigned to posting commission invoices. If the batch does not exist, the system will let you create one at this time.

Commission Invoice ID

This is the Invoice ID assigned to the commission invoice that is sent to the manufacturer. If an Invoice ID was not created, click on the field name to open the Sales Fulfillment Order/ Invoice Setup window.

Commission Item

This is the Service Type item assigned to the commission invoice. If an item was not created, click on the field name to open the Item Maintenance window. If the Commission Item does not meet all the requirements outlined in [Required GP Setups](#), a warning message will appear.

NOTE: The Batch Number entered here will automatically be set on Sales Transaction Entry when creating a Commission Order. The Batch Number on Commission Orders cannot be changed on Sales Transaction Entry. The a Commission Batch is selected in Sales Batches, the TRANSFER button will be disabled.

Rep Sales - Item Maintenance

Define the Commission Amount and Customer that pays the Commission.

Cards >> Inventory >> Item Commission Maintenance

Use this window to create and maintain manufacturer and commission information about items. This window can also be accessed from Item Maintenance by selecting Extras>> Additional>> Commission Maintenance.

Fields ▲

Item Number

This is the item that is sold to customer.

Description

This is a view only field of the item description.

Customer Number

This is the Manufacturer of the item being sold. Mfr Rep Sales allows one manufacturer per item.

Name

This is a view only field of the manufacturer's name.

Commission %

This is the commission percentage charged to the manufacturer for the sale of an item.

Rep Sales - Creating Commission Orders

A Manufacturer's Order is entered when you sell product as a representative for the manufacturer.

Entering a Manufacturer's Order

1. Open the Sales Transaction Entry Window. (Transactions>> Sales>> Sales Transaction Entry)
1. Set the Type to Order and the Type ID to the Order ID that was assigned to a manufacturer's order in the [Setup Rep Sales](#) window.
2. Enter the Customer ID which you are selling the product to.
3. Fill in the rest of the header information as it applies.
4. Enter the line item information for the product being sold.
5. When you expand the scrolling region, you will see the following new fields:
 - Qty To Invoice – This is the quantity fulfilled by the manufacturer.
 - Commission Pct – This is the commission percent from the Item Commission Maintenance window.
 - Commission – This is the Extended Price * Commission Pct.
 - Qty Remaining – This is the quantity left to fulfill by the manufacturer.
6. Print the Order and send to the manufacturer.

NOTE: The Batch Number will automatically be set to the Batch Number specified in Setup. It cannot be changed.

Rep Sales - Invoicing Commission Orders

A Commission Invoice is generated when the manufacturer ships product to the customer and the order is fulfilled. Mfr Rep Sales allows partial fulfilment, and once the entire order is fulfilled, it is moved to history.

Generating a Commission Invoice

1. Open the Sales Transaction Entry Window. (Transactions>> Sales>> Sales Transaction Entry)
 2. Select the Manufacturer's Order being fulfilled.
 3. Expand the scrolling region and enter the quantity fulfilled in the Qty to Invoice field. If the item is being partially fulfilled, the Qty Remaining field will be updated after the Commission Invoice is generated.
 4. Click TRANSFER to open the Sales Transfer Documents window.
 5. Click the COMM INVC button to generate the Commission Invoice. The invoice will have the following characteristics:
 - The Type ID will be the Commission Invoice ID set up in [Setup Rep Sales](#).
 - The Customer ID will be the manufacturer assigned to the item in [Item Commission Maintenance](#).
 - The Batch ID will be the Batch Number assigned in [Setup Rep Sales](#).
 - The Item Number will be the service item set up in Item Maintenance and assigned in [Setup Rep Sales](#).
 - The Unit Price will be the amount of commission due for the quantity fulfilled on the Manufacturer's Order.
1. Click the USER-DEFINED button and enter the Manufacturer's Invoice Number in the Mfr Invoice field.
 2. Click the ZOOM button beside Document No. to open Sales Document Detail Entry. This window displays the original Manufacturer's Order.
 3. Print the invoice and send it to the manufacturer.

Rep Sales - Applying Payments to Commission Invoices

The Mfr Rep Sales module allows for searching of manufacturer invoice numbers in the Apply Sales Documents window (Transactions >> Sales >> Apply Sales Documents). Users that require this functionality need to have access to the Apply Sales Documents alternate window. The manufacturer's invoice number is maintained in the Mfr Invoice field on the [Commission Invoice](#).

Finding a Document by Mfr Invoice

1. Open the Apply Sales Documents Window.
2. Enter the required data to fill the scrolling window.
3. Click the FIND button. Two new options are available: Mfr Invoice and Show All.
4. To locate the document by the Mfr Invoice, select Mfr Invoice and enter the Mfr Invoice in the Document Number Field.
5. Click FIND.
6. The Apply Sales Document scrolling window will redisplay to show only the document with that Mfr Invoice number.
7. To redisplay all documents, select

Rep Sales - Customer Credit Limit

The customization will override the Customer's credit limit setting if the SOP Document Type is a Rep Order. For those transactions the customer's credit limit will be set to unlimited.

Rep Sales - Move Commission Order To History

From Sales Transaction Entry go to Extras >> Move Comm. Order to History.

You will be prompted to confirm you are ready to move the document to history.

This feature was added to allow the user to force a document to move to history. This should happen automatically, but in some circumstances they documents were remaining in the open tables.

Extended Sales Line Notes

Sales Transaction Entry

Save Delete Void Post Transfer Purchase Confirm Copy

Type/Type ID: Invoice STDINV Date: 4/12/2007
 Document No. STDINV2341 Batch ID: TEST
 Customer ID: AARONFIT0001 Default Site ID: WAREHOUSE
 Customer Name: Aaron Fitz Electrical Customer PO Number:
 Ship To Address: WAREHOUSE 11400 43 St South Currency ID: Z-US\$

Line Items by Order Entered

Item Number	D	U of M	Invoice Quantity	Unit Price	Extended Price
1-A3261A	<input type="checkbox"/>	Each	1	\$20,000.00	\$20,000.00
	<input type="checkbox"/>		0.00	\$0.00	\$0.00

Amount Received: \$0.00 Subtotal: \$20,000.00
 Terms Discount Taken: \$0.00 Trade Discount: \$0.00
 Freight: \$0.00
 Miscellaneous: \$0.00
 Tax: \$1,400.00
 Total: \$21,400.00

Comment ID: []

Holds User-Defined Distributions Commissions Alerts

by Document No. sa Document Status

Click into the line you want to attach notes to, then click the Line Expansion button. This opens the Item Detail Entry window.

Sales Item Detail Entry

Save Delete

Item Number: 1-A3261A Description: 180 MHz Processor U of M: Each Invoice Quantity: 1 Unit Price: \$20,000.00
 Billed Quantity: 1 Extended Price: \$20,000.00
 Quantity Fulfilled: 1 Quantity Canceled: 0 Qty to Back Order: 0 Unit Cost: \$16,000.00
 Quantity Available: 1 Subtotal: \$20,000.00

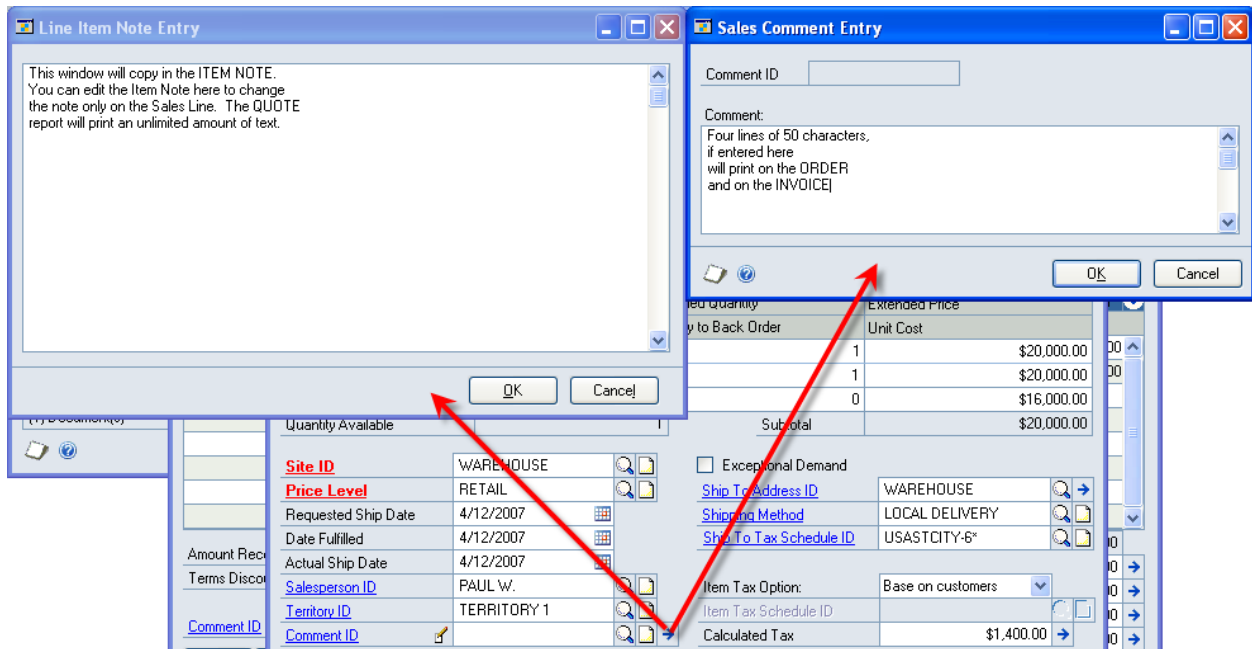
Site ID: WAREHOUSE Price Level: RETAIL
 Requested Ship Date: 4/12/2007 Date Fulfilled: 4/12/2007
 Actual Ship Date: 4/12/2007 Salesperson ID: PAUL W.
 Territory ID: TERRITORY 1 Comment ID: []

Exceptional Demand:
 Ship To Address ID: WAREHOUSE Shipping Method: LOCAL DELIVERY
 Ship To Tax Schedule ID: USASTCITY-6*
 Item Tax Option: Base on customers
 Item Tax Schedule ID:
 Calculated Tax: \$1,400.00

Item Type: Kit Non-Inventory

Bins Item Inquiry Kits Serial/Lot Distributions

Click the Comment ID Expansion button. If you are on any document other than a Quote (Proposal), two Comment Entry windows will open.



The window on the left (Line Item Note Entry) is used on Proposals to create large notes. It will copy the Item Note from Item Maintenance, and then you can edit it here and those changes stay attached to the Sales Line (it does not change the global note).

The window on the right can be used to add in-line comments to sales documents. The ORDER and INVOICE reports will print 4, 50-character lines.

{image removed}

You could add additional notes by putting the CMT item on document, then adding more COMMENTS.

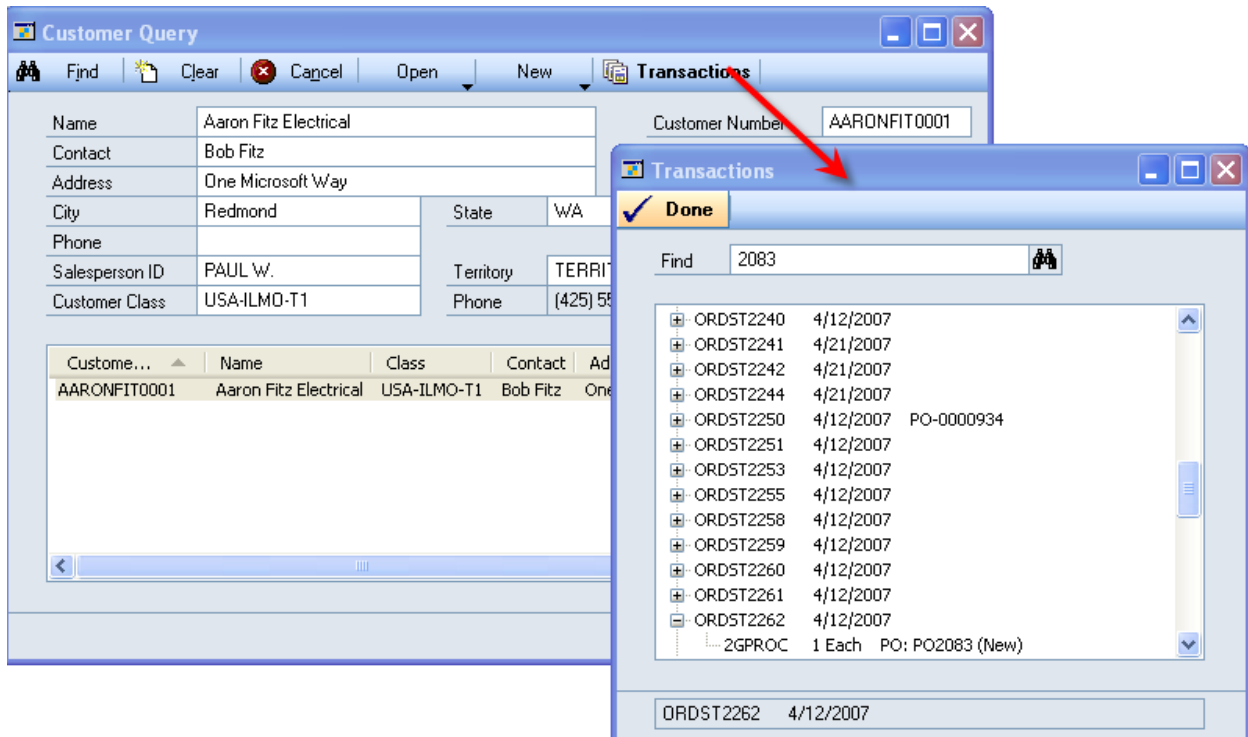
Customer Maintenance New Address Copy

When creating a new Customer Address a window called New Address will pop open after entering the new Address Code. The New Address window has a drop-down list with all of the current Address Codes for the selected customer. You can select one of these then click the COPY button to populate the Customer Address window with information from a different address.

The New Address window is also accessible from the Extras menu (and CTRL+1). You might want to re-populate an existing address with information from a Primary address. To do this you would select the address you want to re-populate, then select Extras >> Copy Existing Address Info (or press CTRL+1) to open the New Address window. Then select an Address Code and click COPY. All information for the current displayed Address will be overwritten with the selected Address information.

Customer Query

Navigation: Inquiry >> Sales >> Customer Query. Also from Order Management.



Transactions button will show all OPEN transactions for the selected customer.

Find: will search all lines for the search target (above it located the drop-ship PO linked to ORDST2262).

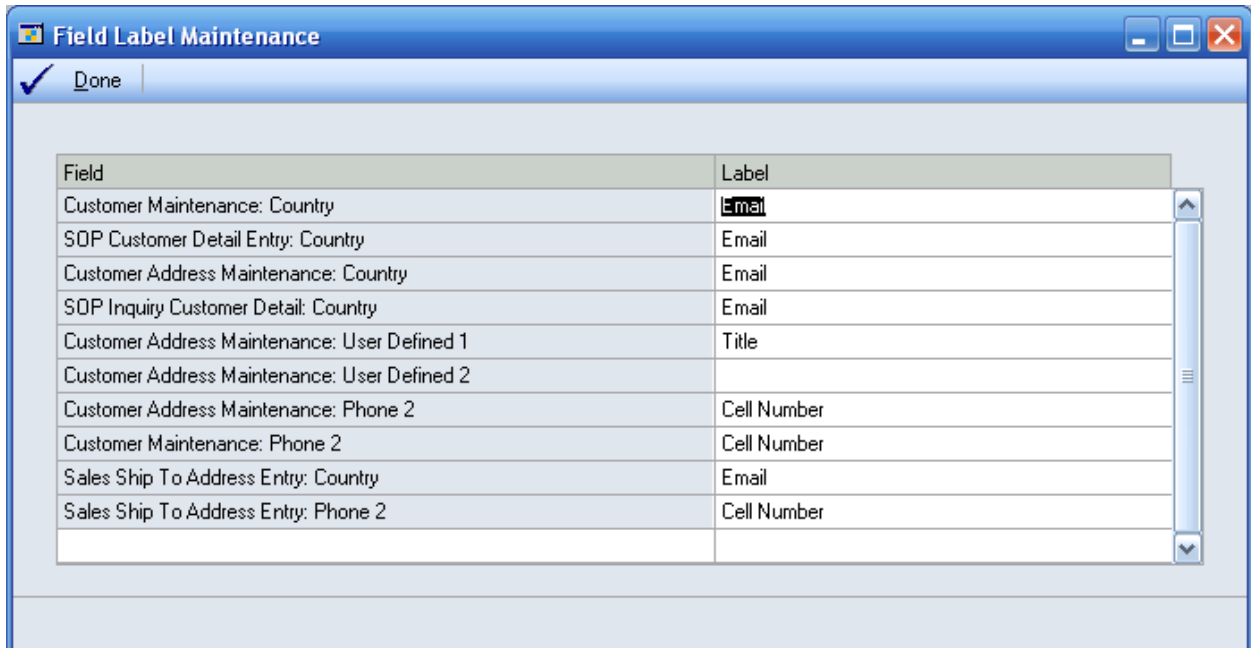
Enter what you want to search for, then click the search button. To FIND NEXT, click the button repeatedly to continue searching.

Double-click on the Order Number to open the sales transaction. Double click on a line item (such as the 2GPROC line shown above) to open the linked Purchase Order.

Field Label Maintenance

Rather than modify windows to change field labels, this modification changes the labels through code when the windows are displayed. The labels can easily be changed through the Field Label Maintenance window.

Navigation: Tools >> Setup >> Company >> Field Label Maintenance



The Window and Field are described in the left column, and the new label is entered in the right column. To leave the field unmodified, remove the label. In the example above, The User-Defined 2 field will appear with its default label (which is "User Defined 2").

New Item Wizard

Cards >> Inventory >> Item Wizard

Item Class	FINGOODS
Item Number	EH00123
Description	EH Moose Noose
Short Description	Moose Noose
Generic Description	FG
Current Cost	4.44
List Price	123.45
Vendor ID	ACETRAVE0001
Location Code	WAREHOUSE
Commissionable Items	
Customer Number	EH
Commission Pct	25.00%

Item Note

All mp3 files have to follow a strict naming scheme. The syntax is one
mp3filename ::= "tr0x" cddbID "-" tracknum ".mp3" (or ".ogg")
mp3filename ::= "trxx" hexID ["-" tracknum] ".mp3" (or ".ogg")
mp3filename ::= "http://" host [path]
Where cddbID is the unique CD hex number to identify CDs. cddbID :
If the CDDbID of the originating CD is known, the first scheme should
Examples:
tr0x2f09d004-2.mp3 (CDDbID and track number are known) tr0x2f09
trxx000000a2.mp3 (CDDbID and track number unknown)
trxx000000a3-4.ogg (CDDbID unknown)
http://aud-one.kpfa.org:8000 (streaming source)
Note 1: The GiantDisc system actually does not depend on the above
the audio filename (without path) must be unique
the length of the filename should not exceed 30 characters
All GiantDisc programs and scripts automatically generate filenames a
Note 2: The mp3 files are stored in the directories ~music/00, ~music,
|

Item Alert

Sell only to customers from Maine

The Item Class marked as Default will be automatically selected. Change it if needed.
Required Fields are shown in RED. Provide all Required Fields.

The window is hard-coded to only create items with a Price Method = % of List Price.

Click CREATE.

The new item will be generated, and the window will restart.

Next Customer Number

Open Customer Maintenance. Extras >> Additional >> Next Customer Number

The ID will start at 115000 and increment up by 1 until it finds the next available Customer Number.

Order Management

Navigation: Inquiry >> Sales >> Order Management

The screenshot shows the 'Order Management' window with the following data:

Customer Information:
 Customer Name: Aaron Fitz Electrical
 Customer Number: AARONFIT0001
 Customer PO: [Empty]
 Assigned To: [Empty]

Document Information:
 Document Date: 4/12/2007
 Document Number: ORDST2231
 Type: Order
 Batch ID: TEST
 Customer PO: [Empty]

Ship To Address:
 WAREHOUSE
 11403 45 St. South
 Chicago, IL 60603-0776

Document No.	Document Type	Customer Name	Req. Ship Date	Status
ORDST2231	STDORD	Aaron Fitz Electrical	4/12/2007	s
STDINV2261	STDINV	Aaron Fitz Electrical	4/12/2007	s
ORDST2233	STDORD	Aaron Fitz Electrical	4/12/2007	s
ORDST2234	STDORD	Aaron Fitz Electrical	4/12/2007	s
ORDST2235	STDORD	Aaron Fitz Electrical	4/12/2007	s
ORDST2236	STDORD	Aaron Fitz Electrical	4/12/2007	s
ORDST2237	STDORD	Aaron Fitz Electrical	4/12/2007	s

PO Number	Req. Date	Prm Shp Dt	Buyer ID	PO Status	Venc
PO2075	4/12/2007	4/12/2007		Closed	ADV
PO2074	4/12/2007	4/12/2007		Closed	ACE

Item Number	Qty	Recvd	Item Description	Unit Cost	Extrnd C

Document No.	Document Type	Customer Name	Req. Ship Date	Enter
STDINV2261	STDINV	Aaron Fitz Electrical	4/12/2007	sa

Summary Table:

Item Number	Quantity	PO	U of
128 SDRAM	1	PO2075	Each
256 SDRAM	1	PO2074	Each

Financial Summary:

Subtotal	\$365.15
Tax	\$0.00
Total	\$365.15
Amount Received	\$0.00
Balance Due	\$365.15

Display Settings:
 Display First: 100
 Returned: 100

NOTE: if the **Returned** field (very bottom of window) equals the **Display First** field, you may not be seeing all available documents. When this happens, change the Display First field to a larger number. Display First restricts the display so that it runs faster—if it always attempted to display all documents some queries could run for a long time.

Top fields are used to restrict the display. Window performs a “contains” search using any of the entered information. For example, entering “aa” in the Customer/Contact field returned the list of documents displayed for “Aaron Fitz Electrical”.

Customer/Contact – this field performs a “contains” search on both Customer Name and Ship To Contact Name.

All open documents that meet the criteria are display (quotes, orders, invoices). The yellow dot indicates Orders that are not linked to Purchase Orders. The dot is not present if an order is linked to a purchase order, or if the displayed document is not a sales order (i.e. a quote or invoice).

Clicking once on a sales document will display it on the right. Double-clicking will open the document in Sales Transaction Entry.

Linked Purchase Orders are displayed in the middle window. Clicking once on a PO will display the PO Lines in the PO Lines window below. Double-clicking will open the PO in Purchase Order Entry. If the sales order has been invoiced, those documents will appear in the bottom window.

The bottom window always displays the linked SOP doc. So, if you are viewing an Order, the bottom window will display linked Invoices. If viewing an Invoice, the bottom window will display the originating Order. You can double-click on a line in the bottom window (the “links” window) to open the document.

Red Triangle – this indicates that a SOP Alert is present. Click the SOP Alerts button to view, add, or edit the Sales Alert.

Blue Triangle – this indicates that the document has been Voided.

Hash Marks – indicates the document is linked to a Purchase Order.

SOP Tasks – add the selected document to your task list (or assign the task to another user). Select a document in the top list window, then click SOP Task >> Create Task.

Amount Received – this field shows the total of all payments applied to the document. The expansion button will open a window showing the applied payments.



Customer PO / ACMECO PO: this changes whether GP searches Sales Transactions for a Customer PO Number, or whether it searches for matching Purchase Orders.



If the setting is ACMECO PO:

- It will perform a “contains” search on Purchase Order Number for the value you enter. For example “2086” would retrieve PO Number “PO01192086”.
- If it finds one or more purchase orders linked to sales orders, the “Sales Orders” window will fill with the linked SOP transactions.
- If it does not find linked sales transactions, the PO Documents window will fill with the Purchase Orders.
- Clicking on a PO will display the lines for the PO in the 3rd window (PO Lines window).
- Clicking on a PO line will display “Shortages”—SOP Documents that have a Qty Backordered for the PO Line Item.

PO Commitment for Sales Document

Item Number	1GPROC
Description	1 Ghz Processor
Commitment Status	Purchased
Quantity On Purchase Order	30

PO Number	PO2081			Required Date	4/12/2007
				Promised Date	4/12/2007
				Promised Ship Date	4/12/2007

  Save Delete

Normally zooming on the PO opens the linked PO Line in Purchasing Item Detail Inquiry Zoom. The custom code will also open the PO in PO Inquiry.

PO Entry Window

The PO Form is modified to always print the Ship To Address, shown below:

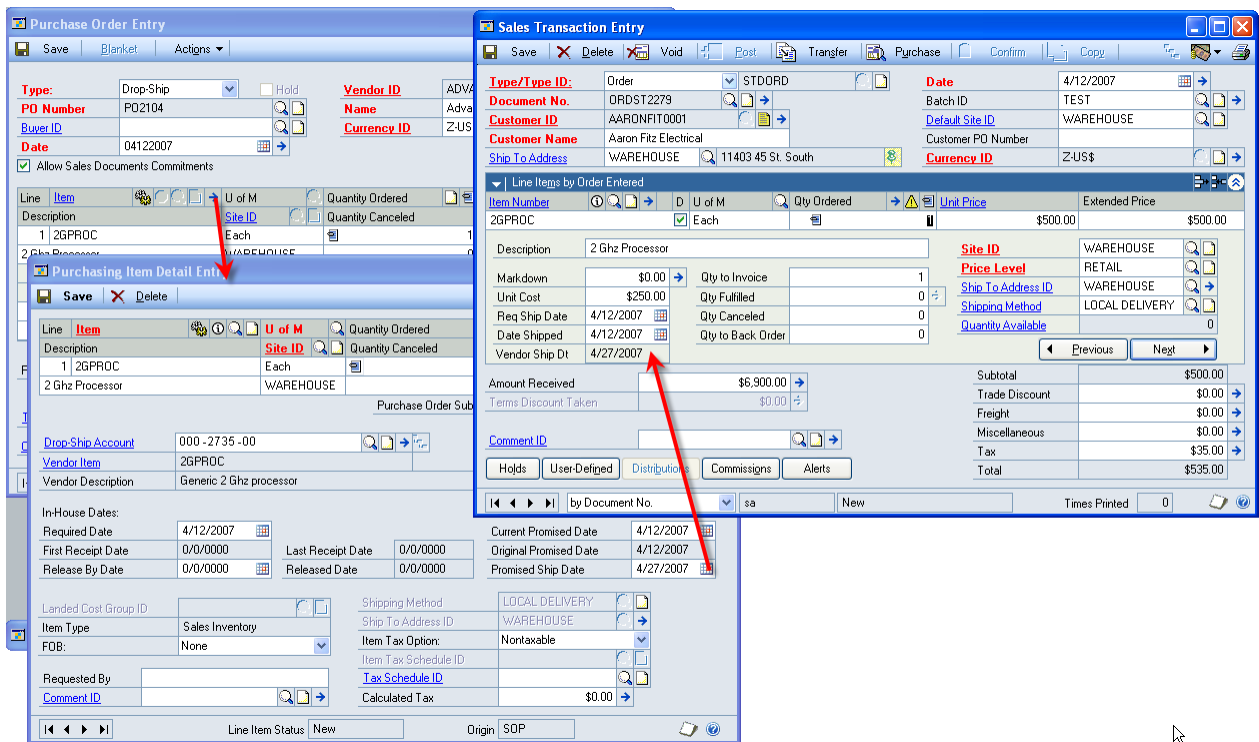
{image removed}

{image removed}

PO Entry Promised Date link to Sales Transaction Entry

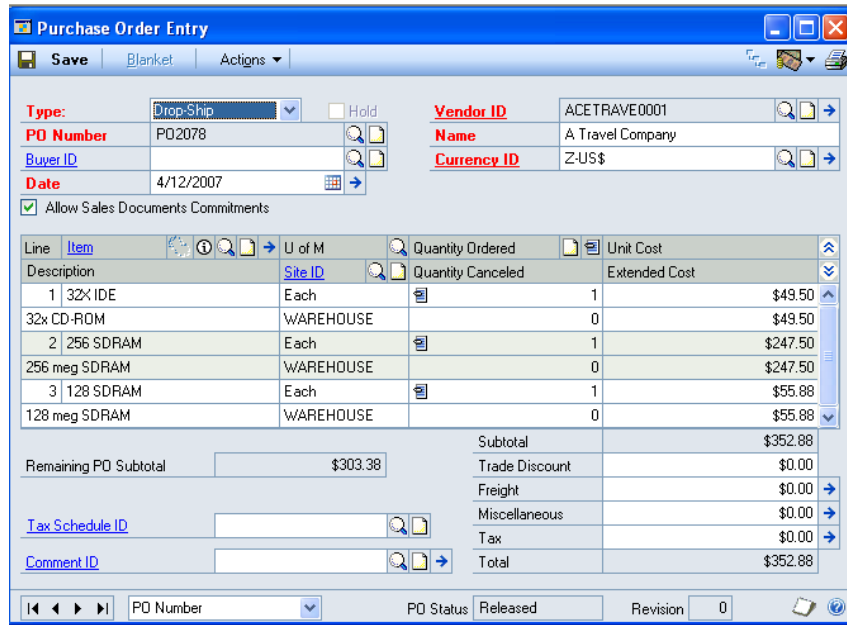
The Sales Transaction Entry window has been modified to show the Vendor Ship Date. This is a live link to the Promised Ship Date field on linked Purchase Orders.

The Promised Ship Date must be entered on the PO Line since each PO Line could be linked to separate Sales Transactions.



PO Line Sync to SOP Lines

When a PO is generated from SOP the lines on the PO are created with the item numbers in alpha-numeric order. Since the SOP Lines are often added in a specific order, the following SYNC functionality was added to re-order the PO Lines so they match the linked Sales Order.



From the PO, select Extras >> Additional >> Sync to SOP Lines.

Before it reorders the PO it will ask you to confirm you want to proceed. The SYNC process can only be run on purchase orders that have not been received or invoiced.

Purchase Order Report

The Sales Order number will print on the PO for purchase orders with linked sales orders.

{image removed}

Salesperson Update

Navigation: Tools >> Utilities >> Sales >> Salesperson Update

Salesperson Update is used to change the Salesperson, Sales Territory and County (which is stored in the Country Code field) on posted sales documents.

It can also change those same fields on Customer Addresses.

Select the Update Type (Sales Documents or Customer Addresses).

Restriction Fields: enter one or more restriction fields to narrow the search, then click Redisplay. Select records to update by holding down CTRL and clicking on the records you want to include in the updates.

New Values: set one or more of the new values. Only the fields with information will be updated (for example, if Sales Territory is empty, the updated documents will not have the Sales Territory updated).

Click UPDATE.

The following will happen:

1. It will check that the User Date is the same as the System Date. The User Date will be used for the update, and will affect if the sales numbers update the YTD figures or Last Year. If the Document Date year is the same as the User Date year the numbers will update the YTD summary on the Salesperson and Territory. If the Document Date year is earlier than the User Date year, the numbers will update the Last Year fields.
2. It will confirm that the selected transaction is not already assigned to a Salesperson.
3. You will be asked to confirm the update
4. A commission record will be added to the Sales Commission Work/Hist table. This is the information visible when you click the Commission button on Sales Transaction Entry.
5. The Salesperson summary will be updated (the commission numbers displayed on Salesperson Maintenance)
6. The Salesperson Period History will be updated (this History button on Salesperson Maintenance)
7. The Territory and Territory Period History will be updated

NOTE: no actual commissions are added to the sales document, the salesperson or the territory.

Commissionable Sales and Cost are calculated, but at 0% commission rate.

SOP Document Print Options

{image removed}

The window is not modified, but when it opens the code makes several changes on the fly.

“Format” is changed:

- Quote: three new report Formats are added
 - ACMECO Proposal
 - ACMECO Proposal – No Disc
 - ACMECO Work Order
- Orders:
 - SOP Blank Order Form (Blank Paper) is renamed to VENDORCO
 - SOP Short Order Form (Short Form) is renamed to ACMECO SO
- Invoices:
 - SOP Blank Invoice Form (Blank Paper) is renamed to ACMECO Invoice

The Checkbox next to Quotes, Orders, or Invoices will be automatically marked depending on the SOP Type being printed (i.e. if a Quote is printed, the checkbox next to Quote will be marked).

For Quotes, the “ACMECO Proposal” report will automatically be selected.

SOP HOLD Batch

The custom code looks for a special Batch ID called HOLD. When this Batch ID is assigned to a sales transaction, the Void, Delete, Post and Transfer buttons are locked. Also, the Delete and Transfer buttons are locked on the Batch Entry window when HOLD is selected.

SOP Line Cost linked to PO

Normally GP does not allow changes to Unit Cost for most transactions. The behavior has been modified to allow changes to Unit Cost on Quotes and Orders, and the Unit Cost will flow through to the PO when clicking the Purchase Button.

The screenshot displays two overlapping windows from the Microsoft Dynamics GP application:

- Sales Transaction Entry:**
 - Type/Type ID: Order
 - Document No.: D2001066
 - Customer ID: 016304
 - Customer Name: City Of Vero Beach
 - Ship To Address: LAWSONL INDA
 - Line Items by Order Entered:
 - Item Number: 686B488U01
 - Description: Capital Controls (Chlortrol)
 - Unit Cost: \$163.33
- Purchase Orders Preview:**
 - Vendor: V1144
 - Item: 686B488U01
 - Item Description: Capital Controls (Chlortrol) Motor Assembly
 - Vendor Item: 686B488U01
 - Vendor ID: V1144
 - Vendor Description: SEVERN TRENT WATER PURIFICATION
 - PO Number: Drop PO-1
 - Drop Ship:
 - Table:

Qty To Purchase	U of M	Site ID	Unit Cost	Extended Cost
1	EA	LAKELAND	\$163.33	\$163.33
 - Recent POs for this item:

Vendor	PO Number	Req Date	Unit Cost	U of M
V1144	PO2141	10/12/2007	\$159.00	EA

A red box highlights the 'Unit Cost' field in the Sales Transaction Entry window, and a red arrow points from this field to the 'Unit Cost' column in the Purchase Orders Preview window, demonstrating the data flow.

SOP-POP Break All Links

From Sales Transaction Entry go to Extras >> Break SOP-POP Links.

You will be prompted to confirm you want to break all links.

If you answer YES, all SOP-POP Links will be broken.

TEST Company Automated Refresh

A SQL job runs every Sunday to create a backup of ACMECO and restore it into test. It then runs the “fix company id” script against TEST.

D:\GPShare\SQL\TESTCompRefresh.sql

```
BACKUP DATABASE [ACMECO] TO  
DISK = N'd:\ACMECO.BAK' WITH NOINIT , NOUNLOAD ,  
NAME = N'ACMECO backup', NOSKIP , STATS = 10, NOFORMAT
```

```
RESTORE DATABASE [TEST] FROM  
DISK = N'd:\ACMECO.BAK' WITH FILE = 1, NOUNLOAD , STATS = 10,  
RECOVERY , REPLACE ,  
MOVE N'GPSACMECODat.mdf'  
TO N'D:\Program Files\Microsoft SQL  
Server\MSSQL.1\MSSQL\Data\GPSTESTDat.mdf',  
MOVE N'GPSACMECOLog.ldf'  
TO N'D:\Program Files\Microsoft SQL Server\MSSQL.1\MSSQL\Data\GPSTESTLog.ldf'
```

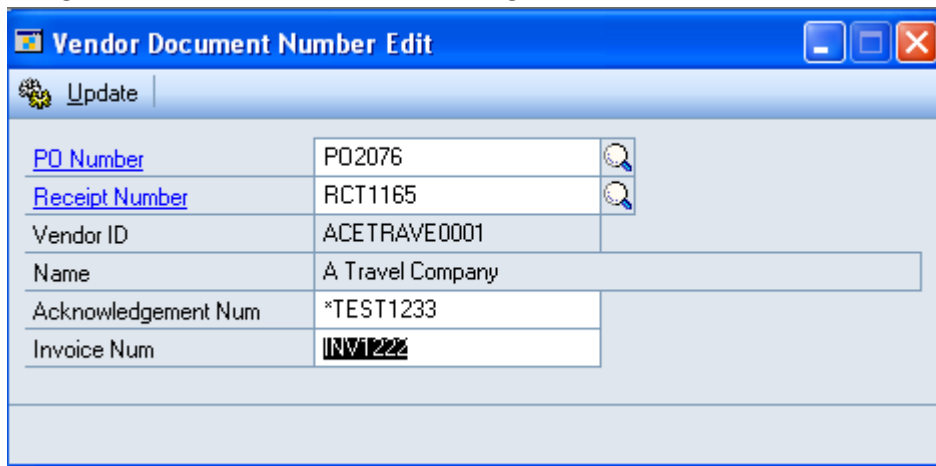
NOTE: if you look at the Job History it will appear like the FixCompanyID step fails, but it is running OK. SQL Agent reports it as failing if any errors are generated, but the script does still update tables as needed.



Vendor Document Number Edit

When GP creates a drop-ship PO linked to a Sales Order, it will not allow the Sales Order to be transferred to an Invoice until the PO is Invoiced. To allow quicker invoicing of sales orders, ACMECO will use the Vendor's Acknowledgement to invoice the PO. The Acknowledge Number will later be changed to the Vendor's Invoice Number when the Invoice is received.

The window below will change the Acknowledgement Number to the Vendor's Invoice Number.

Navigation: Tools >> Utilities >> Purchasing >> Vendor Document Number Edit



PO Number	PO2076	
Receipt Number	RCT1165	
Vendor ID	ACETRAVE0001	
Name	A Travel Company	
Acknowledgement Num	*TEST1233	
Invoice Num	INV1222	

Select a PO. If there is only one Receipt, the system will automatically locate it, otherwise you will need to manually locate or enter the PO Receipt Number.

Confirm the Acknowledgement Number is correct, then enter the Invoice Number.

Click UPDATE.

WARNING: This tool is editing historical, posted documents. There is no way to undo any change made by this window. DO NOT change the document number if payments have already been applied.

The following tables are updated:

POP10300.VNDDOCNM

PM00400.DOCNUMBR

PM00201.LSTINNUM

PM30200.DOCNUMBR

POP30300.VNDDOCNM

PM10200.APTODCNM

PM20000.DOCNUMBR