

How configure POP for Booking-In Stock

Issue 1: October 2005

Objective:

The barcode scanner is to be used to book-in stock ordered through the Purchase Order Processing (POP) module within Sage Line 50.

How to validate the Quantity scanned matches the Purchase Order

One major benefit of this barcode system is that the quantity of stock being booked-in can be validated against the expected quantity on your original Purchase Order.

To enable this validation:

1. Start Barcode Admin
2. Press the **Settings** icon.
3. Select the **Settings** tab.
4. Change the setting alongside 'Quantity of goods is validated against the order-line quantity' to **Yes**.
5. Press **Save**.

Note: Users will need to log-off and log-on for this change to take effect.

How to manage a supplier's Over-Supply

Your supplier may on occasion over-supply compared to quantity expected on your original Purchase Order, and you choose to accept the additional items rather than return them.

The above setting described for 'Quantity of goods is validated against the order-line quantity' has 2 further options

No	There is no validation. The quantity of stock entered by the operator can always exceed the quantity ordered on the Purchase Order order-line.
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Prompt	The operator will be alerted when the quantity entered exceeds the quantity ordered on the Purchase Order order-line.
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The operator can then choose Yes or No to continue.

Showing POP orders which are not 'On Order'.

New Purchase Orders should be created in Sage as described within the Sage Line 50 user guide. By default, only Purchase Orders showing the status of 'On Order' will be displayed on the warehouse terminal screens. This means new orders you are raising will not appear until you select 'Order All' within Sage Line 50.

To change the system to include new and cancelled orders which are not 'On-Order'.

1. Start Barcode Admin
2. Press the **Settings** icon.
3. Select the **Settings** tab.
4. Change the setting for 'Include Orders which are not 'On Order' to **Yes**.
5. Press **Save**.

Note: Users will need to log-off and log-on for this change to take effect.

Handling Purchase Orders with long lead-times

In order to improve system performance, the data synchronisation between Sage Line 50 and the barcode system is limited to a certain time period. By default, the synchronisation looks at all POP's created within the past 90 days.

This period can be reduced in the 'Settings' screen to speed up performance. If you have a high volume of purchase orders and all will be created and completed within 60 days, then the period can be reduced to 60 days.

If you have Purchase Orders which remain 'open' on Sage (i.e. ordered and awaiting delivery) for more than 90 days then you will need to extend this period to, say, 120 days.

Note: The core server must be stopped and restarted for this change to take effect.

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