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- The Sales Order Module enhances the functionality of the Debtor Module and cannot be used without that. The module is used to manage quotations, sales orders, deliveries, back orders and invoicing.

Sales Order Module

Sales Order Data

When sales orders are created, the customer data is transferred to the sales order header along with other values delivered from the various parameters in the Debtor Module. All values for the current sales order can be modified, i.e. the user, for instance, can enter alternative payment terms, delivery modes, currency, sales representative, etc. It is also possible to choose between a number of delivery addresses (if available).

Sales Order Lines

Stock items can be reserved or marked automatically or manually when the sales order is entered (fixed allocation, e.g. stock items with serial numbers). The allocation method is transferred from the previous order, but may also be modified.

When the "Trade Agreements" item is selected in the local menu, an overview of the price and discount agreements for the current sales order is displayed. The user also can enter trade agreements directly. A delivery date can be specified in the sales order header. This date is then transferred to the individual sales order lines. Stock item numbers, quantities, discounts and discount amounts are specified in the sales order line.

If any trade agreements affect the current sales order line, these fields are filled in automatically, but still may be modified manually. The values transferred from the sales order header can be modified, allowing the user to specify an alternative delivery date or



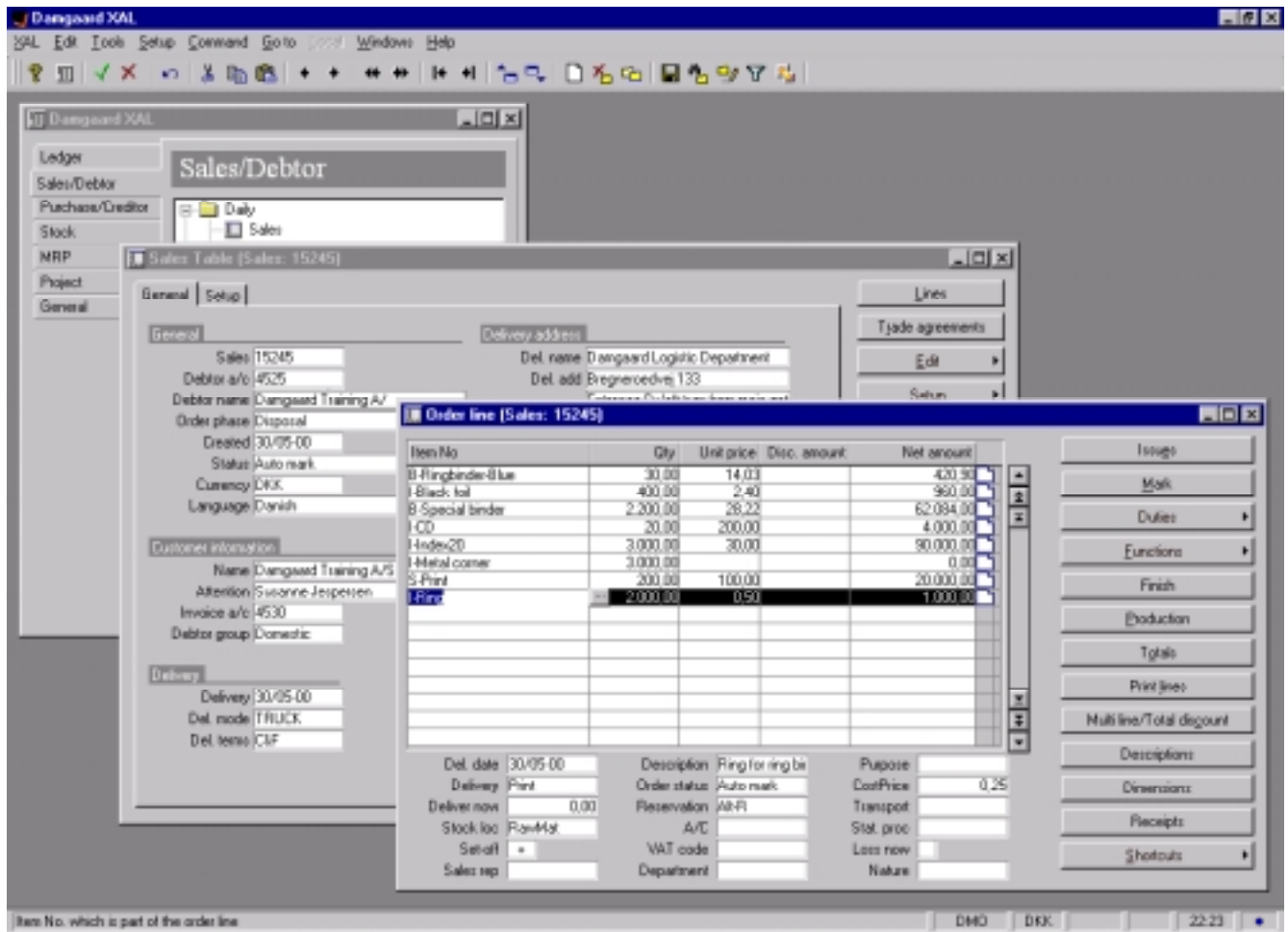
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department for each line.

Different sales representatives can be assigned to each sales order line, which facilitates the production

the possibility for operating with true cost price in invoice updating.

If the order quantity is positive, a screen will show



From sales order lines you can handle marking of stock items, trade agreements, commissions, etc.

of statistics and the calculation of commission.

The stock location from which stock items are dispatched can be transferred from the customer base data record. A comment can be added to each sales order line.

Marking

An order can be marked for open transaction allocation for the receipt transactions involved. This gives the option of tracing specific serial numbers, and

open receipt transactions. When a marking is performed, a reservation of the goods is simultaneously undertaken. Whether the reservation occurs Physically or Ordered depends on whether the goods are marked for receipts that are physically received or only ordered.

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If the order quantity is negative, a screen will show open issue transactions. If it involves crediting, the marking can easily be done in the Set-off field.

Quotations

Sales order lines can be created with or without an update of the stock levels. If the Sales Order Module is mostly used to issue quotations, it is not necessary to update the stock level on a regular basis. Fewer updates decreases response times.

Stock Level

When a stock item number is keyed in, a single keystroke will provide an overview of the stock level (which may be divided across several physical stock locations).

The module also allows the user to display reservations from other program modules and adjust them if necessary. Reservations can be made automatically (FIFO principle) or manually. This also applies to the marking of stock items (e.g. serial/batch

The screenshot displays the Damsgaard XAL software interface. The main window is titled 'Sales/Debtor' and contains a 'Sales Table (Sales: 15244)' window. The 'Sales Table' window has a 'General' tab with fields for Sales (15244), Debtor a/c (4505), Debtor name (Brabrand Trade Company A/S), Order phase (Disposal), Created (03/08-00), Status (Auto mark), Currency (DKK), and Language (German). It also has a 'Delivery' tab with fields for Delivery (03/08-00), Del. mode (TRUCK), and Del. terms (EXW). A 'Report' window is open, showing a 'Lieferschein' (Delivery Note) for Brabrand Trade Company A/S, Hollandsvej 338, Brabrand 8220, Denmark. The report includes contact information (Telefon: +45 45999000, Telefax: +45 45820636, Postgite:) and order details (Nummer: 3214, Auftrag: 15244, Datum: 31/05-00, Seite: 1, Best.-Nr.: , Lieferform: Truck, Lief.bet.: Ex Works). At the bottom, there is a table with columns for Artikelnr., Beschreibung, Bestand, and Saldo, showing a balance of 995.00 DKK.

Delivery notes and other forms can be printed in the preferred language of the debtor receiving it.

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numbers). Reservations can be made on ordered stock levels, but will always be carried out on physical stock levels first.

Copy – Sort

Sales order lines can be copied from other sales orders, delivery notes or invoices. Quantities can be copied with reverse signs. This simplifies matters when registering credit notes, e.g. returning consecutively numbered items. Sales order lines also can be sorted in accordance with optional criteria, e.g. stock item number, quantity and delivery date.

Production - Report as Finished

The local menu for the sales order lines can be used to switch to the MRP Module to create, calculate and plan production. This provides instant information regarding prices and expected delivery times for the stock items to be produced for an order. Alternatively, the local menu for the sales order lines can be used to display bills of material or report them as finished. The Sales Order Module also can create purchases for individual sales orders.

Requirements

The stock item requirement calculation generates purchase proposals and/or production proposals for open sales orders.

Forms

Quotations, order confirmations, delivery notes and invoices are printed via the local menu for the sales order header. The current sales order or an interval can be selected for printing or updating delivery notes

and invoices. When printing, the user can choose between their own stock item numbers, the customers stock item numbers, or both. A pro forma delivery note or a pro forma invoice can be printed before an update.

History

After the update, a complete history of the delivery notes and invoices printed for this sales order is available. The invoice history shows the customer voucher, the corresponding stock item lines, as well as the contribution margin for each invoice and sales order line. Both the delivery note and invoice can be reprinted as required.

Entries

The accounting of sales, stock item consumption, stock outflows and line discounts in the Ledger Module are controlled via stock item groups, customer groups, or a combination of these. If a combination is used, the balances will show sales of a stock item for one debtor group in one ledger account and sales of the same stock item for another customer group in another ledger account.

Reporting

The following is a selection of reports available in the Sales Order Module:

- Sales order lists with relevant information
- Volume of sales orders in foreign and domestic currency
- Quotations

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- Sales order confirmations
- Delivery notes
- Invoices
- Pro forma delivery notes
- Pro forma invoices
- Updated delivery notes
- Updated invoices

List of Functions

- Manual or automatic reservation of stock items
- Manual or automatic marking (fixed allocation) of stock (batch/serial numbers)
- Serial/batch number control and -tracking
- Individual delivery and payment terms per sales order
- Overview of back orders and partial deliveries
- Overview of stock levels and reservations
- Optional use of customer's stock item numbers in forms
- Delivery note and invoice per order or in batches
- Individual prices and discounts
- Notes on the sales order header and sales order lines
- Alternative delivery addresses
- Copying of sales order lines between sales orders
- Processing of sales representative data per sales order line
- Bills of material reported as finished
- Bills of material expansion
- Creation of productions from sales order lines
- Sales order lines for recurring sales orders
- Reprinting of forms

- Trade agreements
- Stock item reservation
- Transfer of base data from customer account to sales order
- Commission per sales order line
- "Loss now" option for automatic loss/gain entry when issuing credit notes
- Optional transfer to stock level at time of registration
- Complete overview of entire stock-item capacity
- Flexible accounting in the Ledger module
- Background updates/printouts

Navision XAL – An Integrated Business Solution

All modules of Navision XAL are tightly integrated, and work together to form the heartbeat of your company.

The Sales order module is fully integrated with the Stock Module, the Purchase Module and the MRP Module (Materials and Resource Planning).

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For more information on Navision XAL integrated business solution, please also see the other brochures.

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