

PURCHASING AND RECEIVING FOR WINDOWS



BALANCE STOCKING LEVELS WITH THIS FAST AND ACCURATE WORKFLOW TOOL

Are you under the gun to load and send weekly orders to your suppliers? Do you spend too much time figuring out what's already on order-or back-order-from a supplier? How do you manage special orders for your customers?

Activant Solutions Inc. offers a module designed to help your business manage the activities associated with purchasing and receiving. This module is tightly integrated with other Activant products, including Point-of-Sale and Electronic Catalog, to ensure complete orders. Your customers will love the fast and accurate service you now provide.

Purchasing and Receiving is also an inquiry-based application designed to provide quick lookup and drill-down into your database of purchase orders, special orders and historical vendor performance data.

The powerful order point calculation, combined with automatic purchase order generation, insures your orders are created on time and that you have merchandise on the shelf and in the racks at the right level.

The user interface also makes manually creating and receiving purchase orders fast and easy. It even offers a Wizard tool that walks novice users through the purchase order creation process. With Purchasing and Receiving, your employees will be more productive and merchandise will move from receiving to the shelves quickly.

With Purchasing and Receiving for Windows software, achieving balanced stocking levels just got a whole lot easier.

BENEFITS

- Achieve balanced stocking levels to maintain customer satisfaction
- Add items to a purchase order accurately with convenient Electronic Catalog link
- Create orders on time with automatic purchase order generation
- Protect profits by setting retail prices based on actual cost and desired gross margin

KEY BENEFITS OF PURCHASING AND RECEIVING

Intuitive user interface helps you create accurate purchase orders quickly

- Purchase Order Wizard walks novice users through PO creation
- Drop-down vendor and purchase order lists
- Drill down to special instructions
- Change due dates globally for all items on a purchase order
- Lookup by vendor codes and vendor short name
- Links to multiple viewers
 - Item sales history and purchase history
 - Purchase order list
 - Point-of-sale order
 - Direct mail relay
 - Extended vendor information window
- Re-sequence purchase order lines by item number, manufacturer number or electronic invoice line number
- Copy all or part of a purchase order to a new purchase order

Build your purchase order accurately every time

- Important purchase order summary information is displayed at the top of the screen
- Summary totals updated as items are added, changed or deleted from the purchase order
- Identify problems before transmitting orders with PO Exception Indicators
- Special links allow the user to perform the following:
 - Go to a specific line
 - Access additional item information
 - Enter headers special instruction
 - Display point-of-sale special order information
 - Lookup all occurrences of an item on a purchase order
- Multiple item search capabilities:
 - UPC, description, item number or Manufacturer part number
- Intelligent item lookup by:
 - SKU, UPC or Manufacturer part number
- Ten-key entry
- Add items to purchase order with the electronic catalog link
- Thumbnail view provides important ordering information
- Post items to purchase order from the Direct Mail viewer

Receive items accurately against a PO to reflect inventory levels and protect profits

- Intelligent item look up by:
 - SKU, Manufacturer part number, UPC
- Search for items by:
 - Line number, SKU, Manufacturer part number, UPC
- Post receipts by quantity being received or variance
- Recalculate retail based on updated cost and desired gross margin
- Add items to a purchase order as part of the receiving process
- Electronic Catalog link
- Display electronic invoice (ERP) quantity

“I’ve found Activant’s Purchasing & Receiving software to be more intuitive and easy-to-use than the previous process. You can see all your line items in a grid, quickly make changes and even track the order total as you build your purchase order. It’s fantastic!”

**JIM SEAMANS
SEAMANS HARDWARE
ACTIVANT EAGLE OWNER**

ABOUT ACTIVANT

Activant, a leading technology provider of business management solutions serving small and medium-sized businesses, offers customers tailored proprietary software, professional services, content, supply chain connectivity, and analytics. Activant’s systems are designed to help customers increase sales, boost productivity, operate more cost-efficiently, improve inventory turns and enhance trading partner relationships.

To learn more about this or other Activant products and services, please call 800.538.8597.



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