Order Entry and Item Import

a) direct entry of different line items

Different parts with quantity required (and price reference if applicable) can be entered there line by line. If the box for Pricing & Availability is checked, the request will be done automatically when the items are added to the order..

b) Import of Excel files or direct paste of line items.

There are two kinds for import of items:
a) on the left side excel files can be imported into the system.
b) on the right side line items can directly be pasted from any external files.

In each case instructions are available via the Instructions button.

c) Shopping Lists

When lists for repeat orders are available they can be used here for new orders. Just select a repeat order from the list, open it and select line items with quantity.

d) Scheduled Release

Per line item it is possible to split the requested date to different ones with different quantities.

When line items have been added through the above methods (a to c), the number of line items in the cart is always displayed.

If endcustomers are setup, they can be selected everywhere where the partnumber may be entered.