



To Manufacture/Assemble a Finished Good:

Set up the Work Order (W.O.)..... can be based on a Sales Order (S.O.) or not.

Inventory Status of existing Finished Good will be displayed. In the example below, there is a quantity of 6 of Part Number 1 on hand, in three inventory locations. The Bill of Materials (BOM) to create additional quantities of Part Number 1 is also shown:

Work Order

W.O. Number: 000007 Select Part: 1

Sales Order #: N/A Part Description: PC System

Start Date: 05/23/2013 Line/Prod Area: ASSEMBLY1 Qty to Produce: 0

End Date: 05/23/2013 Pick Dest: P-1 Qty Produced: 0

Close Work Order WO Qty: 0

| 1 Inventory Status | | Bill of Materials | | | | |
|--------------------|-----|-------------------|---------------------------|-----------|------------|---------|
| Location | Qty | Part Number | Description | Avail Qty | Qty / Unit | Qty Req |
| A-1-1-1 | 1 | 111111 | Capacitor, 100 mf | 187 | 1 | 0 |
| A-1-1-1 | 2 | 2 | PC Monitor | 8 | 1 | 0 |
| QC-1 | 3 | 25A | monitor | 0 | 1 | 0 |
| | | 3 | PC Server | 8 | 1 | 0 |
| | | 4 | PC Mouse | 8 | 1 | 0 |
| | | 5 | PC Keyboard | 20 | 1 | 0 |
| | | 555555 | Circuit Board, PN32143324 | 50 | 1 | 0 |
| | | HOURLY LABOR A | Assembler A | NA | 1 | 0 |
| | | SUB123456 | Rectifier, 12VDC | 30 | 1 | 0 |

Note: Double-click on a row to view order status.

Print Pick List Adding New Work Order 000007 Save WO New WO

To Produce additional items, Qty to Produce and the WO Quantity need to be entered:

Also, Select the Line or Production Area and Pick Destination for the Production Staging area:

Work Order

W.O. Number: 000007 Select Part: 1

Sales Order #: N/A Part Description: PC System

Start Date: 5/23/2013 Line/Prod Area: ASSEMBLY1 Qty to Produce: 5

End Date: 5/23/2013 Pick Dest: P-1 Qty Produced: 0

Close Work Order WO Qty: 5

| Inventory Status | | Bill of Materials | | | | |
|------------------|-----|-------------------|---------------------------|-----------|------------|---------|
| Location | Qty | Part Number | Description | Avail Qty | Qty / Unit | Qty Req |
| A-1-1-1 | 1 | 111111 | Capacitor, 100 mf | 187 | 1 | 5 |
| A-1-1-1 | 2 | 2 | PC Monitor | 8 | 1 | 5 |
| QC-1 | 3 | 25A | monitor | 40 | 1 | 5 |
| QC-2 | 10 | 3 | PC Server | 8 | 1 | 5 |
| | | 4 | PC Mouse | 8 | 1 | 5 |
| | | 5 | PC Keyboard | 20 | 1 | 5 |
| | | 555555 | Circuit Board, PN32143324 | 50 | 1 | 5 |
| | | LABOR | Assembler A | NA | 1 | 5 |
| | | SUB123456 | Rectifier, 12VDC | 30 | 1 | 5 |

Note: Double-click on a row to view order status.

Print Pick List Viewing Existing Work Order 000007 Delete WO Save WO New WO

Print the Pick List to have materials **Picked** and **Transferred** to Production Staging.



Using the Pick List, Locate & Select each item required | Select the Current Location from which they are to be moved | Select the new Destination Location (in this case, Production Staging Destination –P1) | Enter the Quantity to Xfer | complete the Transfer by Selecting Transfer Parts:

Transfer

Search By: Part Num Description

Search: 2 Search

209 Rows

| Part Number | Description |
|-------------|------------------------------------|
| 10702 | LDKS-50-150-21 SPL SIGNATURE ALUM. |
| 10825 | MDTS-26-125-35 T ZC BECKMAN |
| 10827 | MDTS-40-125-00 T1 ZC |
| 10828 | MDPR-26-125-35 ZC BECKMAN |
| 10829 | MDTS-50-125-00 T1 ZC |
| 2 | PC Monitor |
| 20000 | GDPS-20-075-90 ZC |
| 20001 | GDPR-20-075-90 ZC |
| 20002 | GDPS-20-075-90 SB ZC |
| 20004 | GDPS-20-075-96 ZC |
| 20005 | GDPR-20-075-96 ZC |
| 20006 | GDPS-20-075-96 SB ZC |

Transfer Part Number 2 from current location A-1-1-1 to destination location P-1.

| Location | Qty | S | Lot Number | Rec Date | Barcode |
|----------|-----|---|------------|------------|----------|
| A-1-1-1 | 5 | A | 22 | | R0000015 |
| A-1-1-1 | 3 | A | 25 | | R0000009 |
| QC-2 | 2 | H | 25 | 02/26/2013 | R0000016 |

Select Destination: PS - Production Staging

Enter Qty to Xfer: 3

Transfer Part(s)

Destination List: NA, P-1, P-2, P-3

Proceed to the Production Function. Select the WO Number, Enter the Lot Number:

Production

Prod Number: 000007 Prod Part: 1 -- PC System

WO Number: 000007 Line/Prod Area: ASSEMBLY1 Qty to Produce (from WO): 5

Lot Number: 052313 Source Location: P-1 Qty Committed: 0

Prod Date: 05/23/2013 Barcode: Current Prod Quantity: 5

List of Materials

| Part Number | Lot Num | Barcode | Req Qty | Staged Qty | Rec/Prod Date | Used Qty |
|-------------|---------|---------|---------|------------|---------------|----------|
| 111111 | | | 5 | 3 | | |
| 2 | | | 5 | 3 | | |
| 25A | | | 5 | 0 | | |
| 3 | | | 5 | 3 | | |
| 4 | | | 5 | 3 | | |
| 5 | | | 5 | 3 | | |
| 555555 | | | 5 | 20 | | |
| LABOR | | | 5 | NA | | |
| SUB123456 | | | 5 | 0 | | |

Enter By: Barcode Part / Lot

Part #: Find Inventory

Qty: Add To List

Staged Qty:

Note:

Adding New Production Record 000007 Save Commit New PR



Step 1: Select the first Part Number from the "List of Materials" window | Select Find Inventory |

The screenshot shows the 'Production' window with the following data:

| | | | |
|--------------|------------|---------------------------|----------------|
| Prod Number: | 000007 | Prod Part: | 1 -- PC System |
| WO Number: | 000007 | Line/Prod Area: | ASSEMBLY1 |
| Lot Number: | 052313 | Source Location: | P-1 |
| Prod Date: | 05/23/2013 | Barcode: | R0000852 |
| | | Qty to Produce (from WO): | 5 |
| | | Qty Committed: | 0 |
| | | Current Prod Quantity: | 5 |

The 'List of Materials' table is as follows:

| Part Number | Lot Num | Barcode | Req Qty | Staged Qty | Rec/Prod Date | Used Qty |
|-------------|---------|---------|---------|------------|---------------|----------|
| 111111 | | | 5 | 3 | | |
| 2 | | | 5 | 3 | | |
| 25A | | | 5 | 0 | | |
| 3 | | | 5 | 3 | | |
| 4 | | | 5 | 3 | | |
| 5 | | | 5 | 3 | | |
| 555555 | | | 5 | 20 | | |
| LABOR | | | 5 | NA | | |
| SUB123456 | | | 5 | 0 | | |

The 'Select Inventory for Production' dialog box shows the following table:

| PART NUMBER | LOT NUM | DATE | BARCODE | Qty |
|-------------|---------|------|----------|-----|
| 111111 | 45 | | R0000001 | 3. |

Inventory (Locations) window drops down.

Step 2: Select the Inventory item from the Inventory Location | Select Add to List of Materials

Step 3: Enter Inventory Quantity | Select Add List

The screenshot shows the 'Production' window with the following data:

| | | | |
|--------------|------------|---------------------------|----------------|
| Prod Number: | 000007 | Prod Part: | 1 -- PC System |
| WO Number: | 000007 | Line/Prod Area: | ASSEMBLY1 |
| Lot Number: | 052313 | Source Location: | P-1 |
| Prod Date: | 05/23/2013 | Barcode: | R0000852 |
| | | Qty to Produce (from WO): | 5 |
| | | Qty Committed: | 0 |
| | | Current Prod Quantity: | 5 |

The 'List of Materials' table is as follows:

| Part Number | Lot Num | Barcode | Req Qty | Staged Qty | Rec/Prod Date | Used Qty |
|-------------|---------|---------|---------|------------|---------------|----------|
| 111111 | | | 5 | 3 | | |
| 2 | | | 5 | 3 | | |
| 25A | | | 5 | 0 | | |
| 3 | | | 5 | 3 | | |
| 4 | | | 5 | 3 | | |
| 5 | | | 5 | 3 | | |
| 555555 | | | 5 | 20 | | |
| LABOR | | | 5 | NA | | |
| SUB123456 | | | 5 | 0 | | |

The 'Qty' field is set to 3, and the 'Add To List' button is highlighted.



Material list now indicates quantity to be used:

Production

Prod Number: 000007 Prod Part: 1 -- PC System
WO Number: 000007 Line/Prod Area: ASSEMBLY1 Qty to Produce (from WO): 5
Lot Number: 052313 Source Location: P-1 Qty Committed: 0
Prod Date: 05/23/2013 Barcode: R0000852 Current Prod Quantity: 5

List of Materials

| Part Number | Lot Num | Barcode | Req Qty | Staged Qty | Rec/Prod Date | Used Qty |
|-------------|---------|----------|---------|------------|---------------|----------|
| 111111 | | | 5 | | | 3 |
| 111111 | 45 | R0000001 | | | | 3 |
| 2 | | | 5 | 3 | | |
| 25A | | | 5 | 0 | | |
| 3 | | | 5 | 3 | | |
| 4 | | | 5 | 3 | | |
| 5 | | | 5 | 3 | | |
| 555555 | | | 5 | 20 | | |
| LABOR | | | 5 | NA | | |
| SUB123456 | | | 5 | 0 | | |

Enter By: Barcode Part / Lot
Part #:
Qty: Add To List
Staged Qty:
Note:

Viewing Existing Production record 000007 Save Commit New PR

Repeat Steps 1 – 3 above until all items in the material list have been pulled in. If there is not enough inventory to complete the required WO quantity, additional inventory/parts will need to be ordered, then another Production Order established for completion.

When all items required have been pulled in, Select Save

Production

Prod Number: 000007 Prod Part: 1 -- PC System
WO Number: 000007 Line/Prod Area: ASSEMBLY1 Qty to Produce (from WO): 5
Lot Number: 052313 Source Location: P-1 Qty Committed: 0
Prod Date: 5/23/2013 Barcode: R0000852 Current Prod Quantity: 3

List of Materials

| Part Number | Lot Num | Barcode | Req Qty | Staged Qty | Rec/Prod Date | Used Qty |
|-------------|---------|----------|---------|------------|---------------|----------|
| 111111 | | | 5 | | | 3 |
| 111111 | 45 | R0000001 | | | | 3 |
| 2 | | | 5 | 3 | | 3 |
| 2 | 22 | R0000015 | | | | 3 |
| 25A | | | 5 | | | 3 |
| 25A | | R0000851 | | | | 3 |
| 3 | | | 5 | | | 3 |
| 3 | 22 | R0000014 | | | | 3 |
| 4 | | | 5 | | | 3 |
| 4 | 22 | R0000013 | | | | 3 |

Enter By: Barcode Part / Lot
Part #:
Qty: Add To List
Staged Qty:
Note: Only enough materials to produce qty 3 at this time.

Viewing Existing Production record 000007 Save Commit New PR

Once this Production Order is complete, Enter Current Production Quantity | Select Commit



Select the Destination to which the Produced Inventory is to be committed | Select Commit

The screenshot shows the 'Production' window with a 'Commit to Inventory' dialog box open. The dialog box contains the instruction: 'Select the destination location, if required, below to complete committing part number 1 to inventory.' Below this instruction is a 'Destination Location' dropdown menu and a 'Commit to Inventory' button. An arrow points from the instruction to the dropdown menu.

Production window fields:

- Prod Number: 000007
- WO Number: 000007
- Lot Number: 052313
- Prod Date: 5/23/2013
- Prod Part: 1 -- PC System
- Line/Prod Area: ASSEMBLY1
- Source Location: P-1
- Qty to Produce (from WO): 5
- Qty Committed: 0
- Current Prod Quantity: 3

| Req Qty | Staged Qty | Rec/Prod Date | Used Qty |
|---------|------------|---------------|----------|
| 3 | | | 3 |
| 3 | | | 3 |
| 3 | | | 3 |
| 3 | | | 3 |
| 3 | | | 3 |
| 3 | | | 3 |
| 3 | | | 3 |
| 3 | | | 3 |
| 3 | | | 3 |
| 3 | | | 3 |

Note: Only enough materials to produce qty 3 at this time.

Buttons: Save, Commit, New PR

This closes this Production Order (000007):

The screenshot shows the 'Production' window with a large red 'Closed' watermark across the center. The 'List of Materials' table is visible below the main form fields.

Production window fields:

- Prod Number: 000007
- WO Number: 000007
- Lot Number: 052313
- Prod Date: 5/23/2013
- Prod Part: 1 -- PC System
- Line/Prod Area: ASSEMBLY1
- Source Location: P-1
- Barcode: R0000852
- Qty to Produce (from WO): 5
- Qty Committed: 3
- Current Prod Quantity: 3

| Part Number | Lot Num | Barcode | Req Qty | Staged Qty | Rec/Prod Date | Used Qty |
|-------------|---------|----------|---------|------------|---------------|----------|
| 111111 | | | 3 | | | 3 |
| 111111 | 45 | R0000001 | | | | 3 |
| 2 | | | | 3 | | 3 |
| 2 | 22 | R0000015 | | | | 3 |
| 25A | | | 3 | | | 3 |
| 25A | | R0000851 | | | | 3 |
| 3 | | | 3 | | | 3 |
| 3 | 22 | R0000014 | | | | 3 |
| 4 | | | 3 | | | 3 |
| 4 | 22 | R0000013 | | | | 3 |

Note: Only enough materials to produce qty 3 at this time.

Buttons: Uncommit, Save, Commit, New PR



WO 000007 remains open, with Qty 3 Produced, and Qty 2 remaining of the Original Qty 5:

Work Order

← Previous Next → End Print Work Order Reports

W.O. Number: 000007 Select Part: 1

Sales Order #: N/A Part Description: PC System

Start Date: 5/23/2013 Line/Prod Area: ASSEMBLY1

End Date: 5/23/2013 Pick Dest: P-1

Close Work Order

| | |
|-----------------|---|
| Qty to Produce: | 5 |
| Qty Produced: | 3 |
| WO Qty: | 5 |

Inventory Status

| Location | Qty |
|----------|-----|
| A-1-1-1 | 1 |
| A-1-1-1 | 2 |
| QC-1 | 3 |
| QC-2 | 10 |
| S-1 | 3 |

Bill of Materials

| Part Number | Description | Avail Qty | Qty / Unit | Qty Req |
|-------------|---------------------------|-----------|------------|---------|
| 111111 | Capacitor, 100 mf | 187 | 1 | 5 |
| 2 | PC Monitor | 5 | 1 | 5 |
| 25A | monitor | 37 | 1 | 5 |
| 3 | PC Server | 8 | 1 | 5 |
| 4 | PC Mouse | 8 | 1 | 5 |
| 5 | PC Keyboard | 20 | 1 | 5 |
| 555555 | Circuit Board, PN32143324 | 50 | 1 | 5 |
| LABOR | Assembler A | NA | 1 | 5 |
| SUB123456 | Rectifier, 12VDC | 30 | 1 | 5 |

Note:
Double-click on a row to view order status.

Print Pick List Viewing Existing Work Order 000007 Delete WO Save WO New WO