



## Scanco Container Receipts

This application works with ACS “Container Receipt in Warehouse” application.

The first section of this document will explain the ACS process we took to stage the container for receiving. The second section will explain the Scanco’s “Receiving by Container” application.

### Create new container

#### Setup:

In Sage create purchase order with special Vendor No for containers.

Purchase Order Entry (ABC) 3/22/2017

Order Number 0010159

Order Date 3/22/2017 Order Type Standard Order Master/Repeat PO

Vendor No. 01-CHINA  
Name China Plate Company

Order Status New  
Required Date 3/22/2017

1099 Form None  
1099 Box

Sales Tax  
Schedule NONTAX  
Nontaxable Tax Schedule  
Use Tax

Whse Region

Purchase Address  
Ship-To Address 0000 ABC Distributing Company  
Terms Code 00 NO TERMS  
Ship Via FOB  
Warehouse 000 CENTRAL WAREHOUSE

Confirm To  
E-mail  
Telephone Ext  
Fax Batch Fax  
Comment

On Hold Print Order On The Water 4/11/2017

Quick Print... Accept Cancel Delete



	Item Code	Ordered	Back Ordered	Unit Cost	Extension	Cor
1	6655	5.00	.00	81.250	406.25	
2	.00	.00	.00	.000	.00	

Quick Row: 1

Bin Loc ROG  
Qty On Water 5.00  
Qty Rec Whse .00  
Region Dest

Total Amount 406.25

Under 'Lines' tab chose Items for Receiving and for every line fill in "Qty On Water" as it described on screenshot below.

After PO created, go to 'Receipt of Goods Entry'. In 'P/O Receipt Entry Batch' click on 'Next Batch Number' button, then on 'Accept' button twice.

Receipt of Goods Entry (ABC) 3/22/2017

Receipt Number [ ] Batch [ ] Defaults... Vendor...

1. Header 2. Address 3. Lines 4. Totals

Receipt Date [ ] Pallet Case ID [ ] DfltType KRC

Purchase Order Number [ ] Invoice Number [ ] Invoice Date [ ]

Vendor No. [ ] On The Water [ ] Rec in Whse [ ]

P/O Receipt Entry Batch

Batch Number 00254 Modify... Verify

Comment [ ] Renumber... Merge...

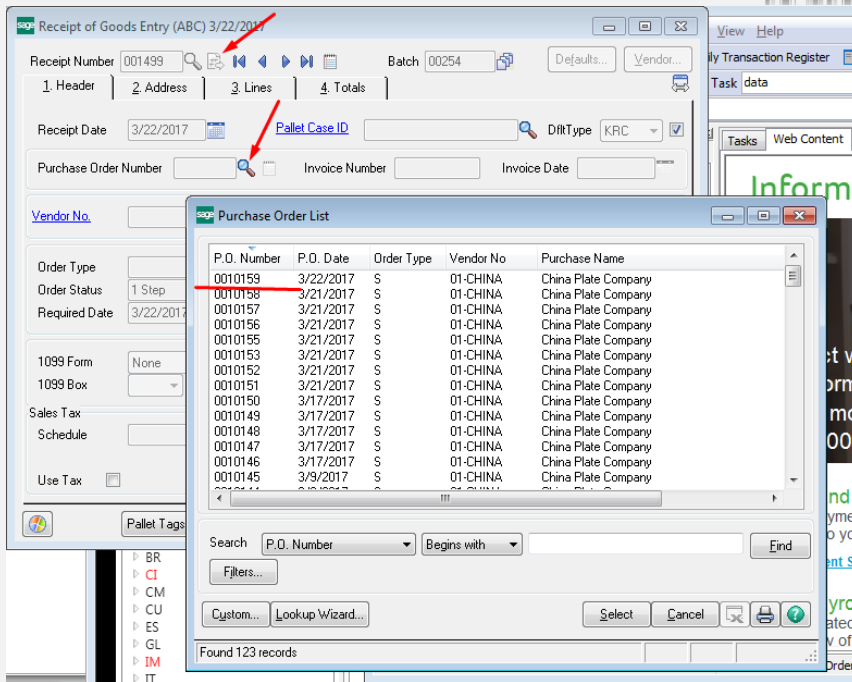
Private Batch [ ]

Status Available Created By [ ]

Entries 0 Modified By [ ]

	Total	Amount
1	Balance Total	.00
2	Taxable	.00
3	Nontaxable	.00
4	Prepayment Applied	.00
5	Discounts	.00
6	Freight	.00
7	Sales Tax	.00

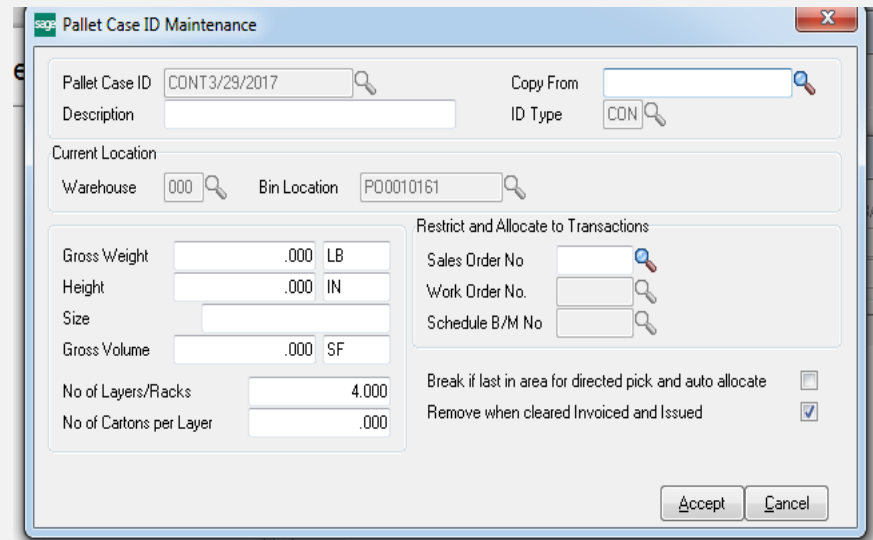
Accept Cancel Delete



In 'Receipt of Goods Entry' click on 'Next Receipt Number', select your PO# from lookup

On 'Lines' Tab, click on 'Distribution' button → in 'Container ID' fill in new container name. In dialog: 'Is this a new Pallet ID? Yes/No' click 'Yes'.

Fill in all needed options and make sure that 'ID Type' is set to 'CON'. Accept the form.





In 'Multi-Bin Distribution' click on 'OK'

	Pallet ID	Bin Location	Available	Distribute	Container ID
1		P00010161	.00	2.00	CONT3/29/2017
2			.00	.00	

Then, in 'Receipt of Goods Entry' click on 'Accept' twice. Then click on 'Print' to perform Register update.

Receipt Number: [ ] Batch: 00256

Receipt Date: [ ] Pallet Case ID: [ ] DfltType: KRC

Purchase Order Number: [ ] Invoice Number: [ ] Invoice Date: [ ]

Vendor No.: [ ] On The Water: [ ] Rec in Whse: [ ]

Order Type: [ ] Order Status: 1 Step Required Date: [ ]

1099 Form: [ ] 1099 Box: [ ]

Sales Tax: [ ] Schedule: [ ]

Use Tax: [ ]

Purchase Address: [ ] Ship-To Address: [ ] Terms Code: [ ] Ship Via: [ ] Warehouse: [ ]

Confirm To: [ ] E-mail: [ ] Telephone: [ ] Ext: [ ] Comment: [ ]



Print P/O Receipt Entry Batch

	Batch	Print	Status	User ID	Private	Comment	Entries
14	00241	<input type="checkbox"/>	Available	ONE	<input type="checkbox"/>		0
15	00242	<input type="checkbox"/>	Available	ONE	<input type="checkbox"/>		0
16	00244	<input type="checkbox"/>	Available	ONE	<input type="checkbox"/>		1
17	00245	<input type="checkbox"/>	Available	ONE	<input type="checkbox"/>		0
18	00249	<input type="checkbox"/>	Available	ONE	<input type="checkbox"/>		1
19	00251	<input type="checkbox"/>	Available	ONE	<input type="checkbox"/>		1
20	00253	<input type="checkbox"/>	Available	ONE	<input type="checkbox"/>		1
21	00254	<input type="checkbox"/>	Available	ONE	<input type="checkbox"/>		0
22	00255	<input type="checkbox"/>	Available	ONE	<input type="checkbox"/>		1
23	00256	<input checked="" type="checkbox"/>	Available	ONE	<input type="checkbox"/>		1

Buttons: Refresh, Proceed, Cancel

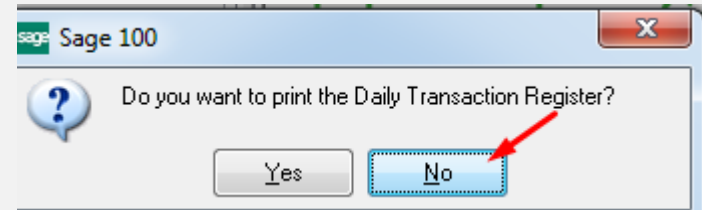
In 'Print P/O Receipt Entry Batch' find your Batch number and select it in column 'Print'. Click 'Proceed'.

In 'Daily Receipt Registers' click on 'Preview' button and update the 'Receipt of Goods Register'

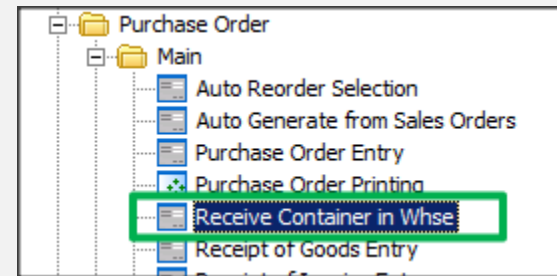
The screenshot shows the Sage 100 interface. A dialog box titled "Sage 100" asks "Do you want to update the Receipt Of Goods Register?" with "Yes" and "No" buttons. A red arrow points to the "Yes" button. Below the dialog box, the "Daily Receipt Registers (ABC) 3/29/2017" window is visible. It shows fields for "Current General Ledger Period" (05 Ending 5/31/2010), "Purchase Order Posting Date" (3/29/2017), and "Print Full Comments" (checkbox). A warning icon and message state: "Notice: This Purchase Order posting date falls into a future General Ledger period." At the bottom right, there are buttons for "Print", "Preview", and "Setup". A red arrow points to the "Preview" button.



If user don't need to print it, click 'No' in next message.



After that, go to the 'Receive Container in Whse'



**Continued on next page.**



Enter in your Container ID, if you are prompted for a Batch number go ahead and create one.

Next, make certain the Auto Distribution Options are disable as we want to collect the data on the scanners, then press Accept. Now you are all set to run the Container in Scanco's Receiving by Container Application.

sage Container Receipt in Warehouse (ABC) 4/3/2017

Container ID: CON04262017 Cont IDType: CON Batch: 00129

1. Container 2. Distribution 3. Purchase Orders

Receipt Date: 4/3/2017 Vendor No.: 01-CHINA

Auto Distribution Options:  
Auto Receive Complete Container  Auto Receive Pallets   
Auto Break Container ID  Auto Receive Inventory Non-Pallets

Purchase Address: Ship-To Address: 0000 Terms Code: 00 Ship Via: FOB Warehouse: 000

Container Complete Status: New  
Container Rec of Goods: No  
All PO's Complete: No

Purchase Order List: 0010108

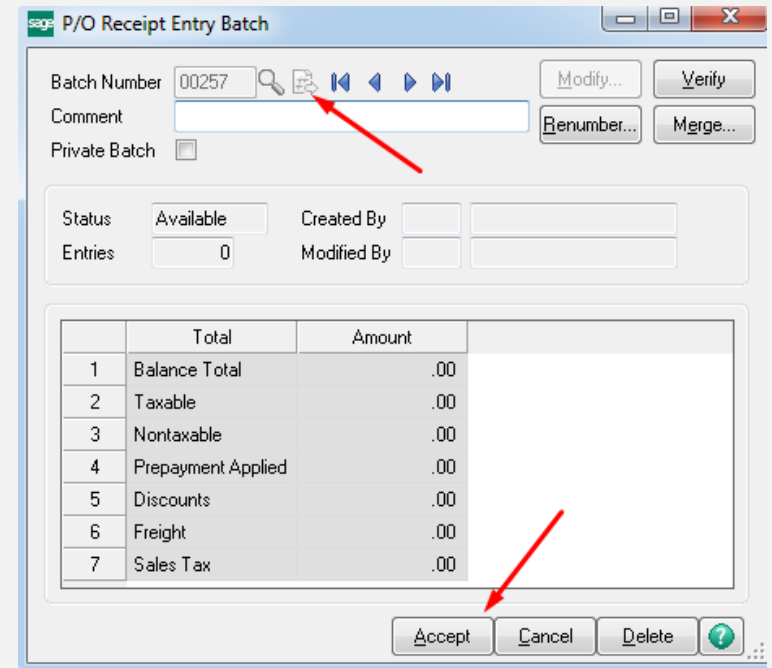
Confirm To: E-mail: Telephone: Ext: Comment: Invoice No: Invoice Date:

Accept Cancel Delete

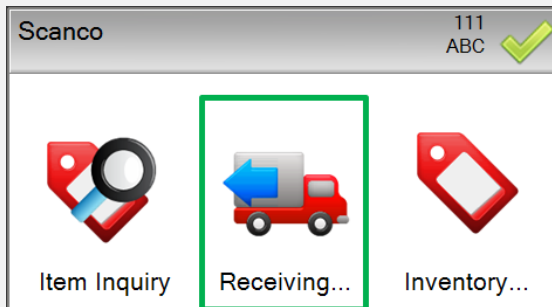


In 'P/O Receipt Entry Batch' click on 'Next Batch Number' and 'Accept'.

After that, in 'Container Receipt in Warehouse', information about your container is filled in automatically. Click 'Accept' twice close it.

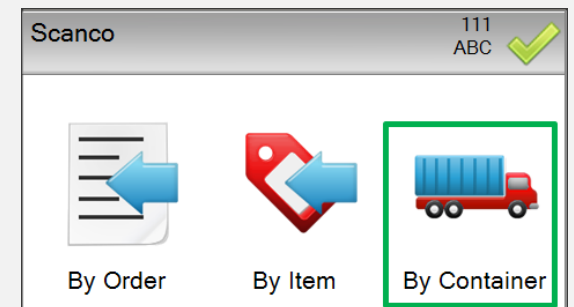


## Container Receiving



The Container Receiving program allows multiple users to collect containers.

Under the 'Receiving' icon, click on the 'By Container' icon.





### Container prompt.

User can scan or select existed container id from Lookup.



### Buttons

**Back:** to move back to Main Applications screen.  
**Keys:** for on-screen keyboard.  
**Lookup:** for seeing all available Batch number in use in Sage.  
**Enter:** press after keying in data at Batch prompt.

### Container Lookup

Shows all available Receiving Batches within Sage Purchase Order module.



### Buttons

**OK:** to move forward with the highlighted warehouse code.  
**Cancel:** to move back to the Batch number prompt.



## The option 'Show Prompt Receive Container Complete'

This option give user the opportunity to receive the container complete. When the option is turn 'on', the user will receive message 'This Container is for PO#XXXXXX. Receive Container complete? Yes/No'. After clicking 'Yes' all Inventory that exist in current Container is going to be collected. Answering 'No' will move forward with pallet\item collection.

PO Receiving	Inv Receipts	Inv Transfers	Inv Issues	Inv Adjustments	Alias Item	Physical C
Edit Sales Orders	Data Identifiers	Misc. Options	Count Card	Permitted Lookup		

ing Activities      Default Initial Prompt

<input checked="" type="checkbox"/> Allow Misc. Items	<input checked="" type="checkbox"/> Allow Container Receiving Activities
<input checked="" type="checkbox"/> Allow Multiple Users in an Order	<input checked="" type="checkbox"/> <b>Show Prompt Receive Container Complete</b>
<input checked="" type="checkbox"/> Allow Receiving By Item	<input type="checkbox"/> Show Prompt Receive Pallet Complete
<input checked="" type="checkbox"/> Allow Receiving By Order	<input type="checkbox"/> Receive All Items into ACS QC Bin

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Container Receiving      001 ABC ✓

Container CONT3/31/2017/3

Message

This Container is for PO# 0010178  
Receive container complete?

YesNo

Back Keys Lookup Enter





### Item Prompt

For receiving Item, you can scan in, key in or lookup items. If you are receiving Pallets, press the 'Pallet' button. NOTE: the lookup for this prompt will be empty

Container Receiving 111 ABC ✓

Container CON04262017

Item [REDACTED]

Review

Back Each Keys Print Send Pallet Lookup Enter

### Pallet Receiving

For receiving Pallets, you can scan in, key in or lookup items. If you are receiving Items, press the 'Item' button.

Container Receiving 111 ABC ✓

Container CON04262017

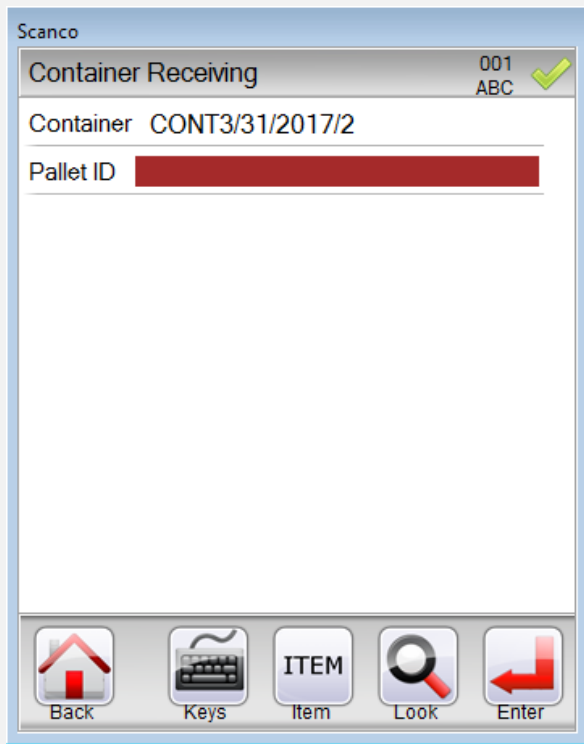
Pallet ID [REDACTED]

Back Keys Item Lookup Enter



Fill in Item Id or select from lookup in 'Item' prompt.

After clicking 'Enter', prompts 'Description', 'UOM', 'PO#', 'Warehouse', 'Bin' and 'Qty Rcv/Tot' are auto filled, insertion point in 'Quantity' prompt. When user fill in quantity, insertion point came back to the 'Item' prompt.





This option give user opportunity receive pallet complete. When the option is turn 'on', in Client message 'This Pallet is for PO#XXXXXX. Receive Pallet complete? Yes/No' appears after Pallet ID is selected. After clicking 'Yes' prompt accept inputs and insertion point redirection is going.

### **1. The option 'Show Prompt Receive Pallet Complete'**

For this case some Pallet have to be distributed in Container for Receiving.

This option give user opportunity receive pallet complete. When the option is turn 'on', in Client message 'This Pallet is for PO#XXXXXX. Receive Pallet complete? Yes/No' appears after Pallet ID is selected. After clicking 'Yes' whole pallet is going to be collected.



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Container Receiving 001 ABC ✓

Container CONT3/31/2017/2

Pallet ID CON00000000000000067

Message

This Pallet is for PO# 0010177.  
Receive Pallet complete ?

YesNo

BackKeysITEMLookupEnter

PO Receiving | Inv Receipts | Inv Transfers | Inv Issues | Inv Adjustments | Alias Item | Physical Co

Edit Sales Orders | Data Identifiers | Misc. Options | Count Card | Permitted Lookup

ring Activities      Default Initial Prompt Item

es	<input checked="" type="checkbox"/> Allow Misc. Items	<input checked="" type="checkbox"/> Allow Container Receiving Activities
ow Scan Each	<input checked="" type="checkbox"/> Allow Multiple Users in an Order	<input type="checkbox"/> Show Prompt Receive Container Complete
Receipts	<input checked="" type="checkbox"/> Allow Receiving By Item	<input checked="" type="checkbox"/> Show Prompt Receive Pallet Complete
Inresolved Lines	<input checked="" type="checkbox"/> Allow Receiving By Order	<input type="checkbox"/> Receive All Items into ACS QC Bin
ring Pallets (ACS Only)		

## 2. The option 'Receive All Items into ACS QC Bin'.

When the option is turn 'on', on Portal in Client after Item and PO are selected, insertion point redirection to the 'Quantity' prompt is going. The 'Bin' prompt is auto filled with bin from IM404\_WhseProdLine.POBinLocation.



Scanco

Container Receiving 001 ABC ✓

Container CONT3/31/2017/4

Item 6655

*PRINTER STAND W/ BASKET*

UOM EACH

PO# 0010179

Warehouse 000 | (MB) CENTRAL W

Bin RECEIVING

Qty Rcv/Tot 0/2

Quantity                     

Back Keys Enter

PO Receiving   Inv Receipts   Inv Transfers   Inv Issues   Inv Adjustments   Alias Item   Physical Count

Edit Sales Orders   Data Identifiers   Misc. Options   Count Card   Permitted Lookup

ing Activities   Default Initial Prompt **Item** ▾

s    Allow Misc. Items    Allow Container Receiving Activities

w Scan Each ▾    Allow Multiple Users in an Order    Show Prompt Receive Container Complete

ceipts    Allow Receiving By Item    Show Prompt Receive Pallet Complete

nresolved Lines    Allow Receiving By Order    Receive All Items into ACS QC Bin

ing Pallets (ACS Only)