

SALES ORDER

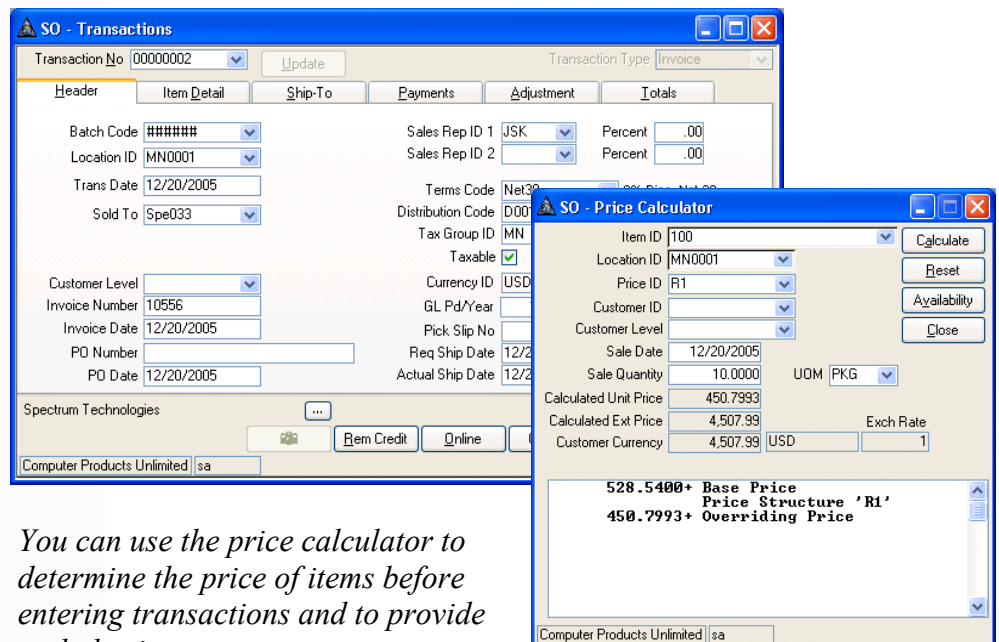
Order entry, picking, tracking, billing ... and beyond

TRAVERSE® Sales Order offers a host of features to improve your efficiency and increase your flexibility.

Sales Order helps you keep your customers happy by handling their orders promptly and correctly. Remaining inventory quantities appear on the screen. Backorder information is right at your fingertips so you'll know exactly what's ordered and when it will ship. And, you can print an online invoice or picking slip with just a click.

With TRAVERSE Sales Order, you'll have quick lookup based on customer or transaction. You can enter, edit, and view invoices from a single screen, and you'll have access to all Accounts Receivable reports and inquiries. In addition, Sales Order provides the option for two-way split commissions and multiple tax locations per tax group.

Add, change, or delete codes for your general ledger distribution accounts or set up a selection of different receivable accounts. These general ledger accounts are used when transactions are posted for the customer. Sales Order provides the capability to assign distribution codes to customer records; then when you post transactions that involve the customers, transaction information moves directly to the accounts you specify for the associated distribution code.



You can use the price calculator to determine the price of items before entering transactions and to provide verbal price quotes to customers.

Additional Sales Order Features:

- batch processing
- transaction numbers generated automatically or manually
- convert quotes to live orders
- inquire on backorders
- optional tax-on-freight and/or miscellaneous
- tax-on-tax reporting (for example, GST/PST in Canada)
- plain paper or preprinted picking slip formats
- commissions payable on booked or paid invoices
- two-way split commissions
- ability to reapply payments and credits to specific invoices
- multiple tax locations per tax group
- customer comments fields
- comprehensive online help
- scrollable, detailed descriptions for each item
- lot tracking
- link to shippers such as UPS and FedEx for online tracking of shipments
- look up sales order transactions of any status, including orders already posted to history
- maintain separate, unique series numbers for credit memos and invoice numbers
- print or email an order acknowledgement form
- packing slip with quantity shipped and backordered information
- enter open-ended recurring entries
- print an acknowledgement, picking slip, packing slip or invoice for orders of a certain status

- price matrixes
- user-defined invoice and dunning messages
- quick lookup based on customer or transaction
- invoice entry, editing, and viewing from a single screen
- recurring entries setup
- change distribution code per transaction and cash receipt

Sales Order Reports:

Open Order Report
 Recurring Entries List
 Backorder Allocation Report
 Customer Levels List
 Price Structures List
 Customer Pricing List
 Promotional Pricing List

SO - Order Inquiry

Look By	Criteria	Search Value
Order Date	Between	12/19/2005 And 12/23/2005

Find Reset Number of Records 100

Order Number	Order Date	Customer ID	Customer Name	Transaction Type
00000039	12/20/2005	Zym013	Zymax Zystar PC Distr. Corp.	Verified
00000039	12/20/2005	Zym013	Zymax Zystar PC Distr. Corp.	Verified
00000039	12/20/2005	Zym013	Zymax Zystar PC Distr. Corp.	Verified
00000039	12/20/2005	Zym013	Zymax Zystar PC Distr. Corp.	Verified
00000040	12/20/2005	Bet023	Beta Dynamics Inc.	Verified
00000040	12/20/2005	Bet023	Beta Dynamics Inc.	Verified
00000041	12/20/2005	Alt008	Altos Servers Company	Verified
00000041	12/20/2005	Alt008	Altos Servers Company	Verified

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Click on an order number and connect to the shipping method's website to track your shipment.