



Technology From another World

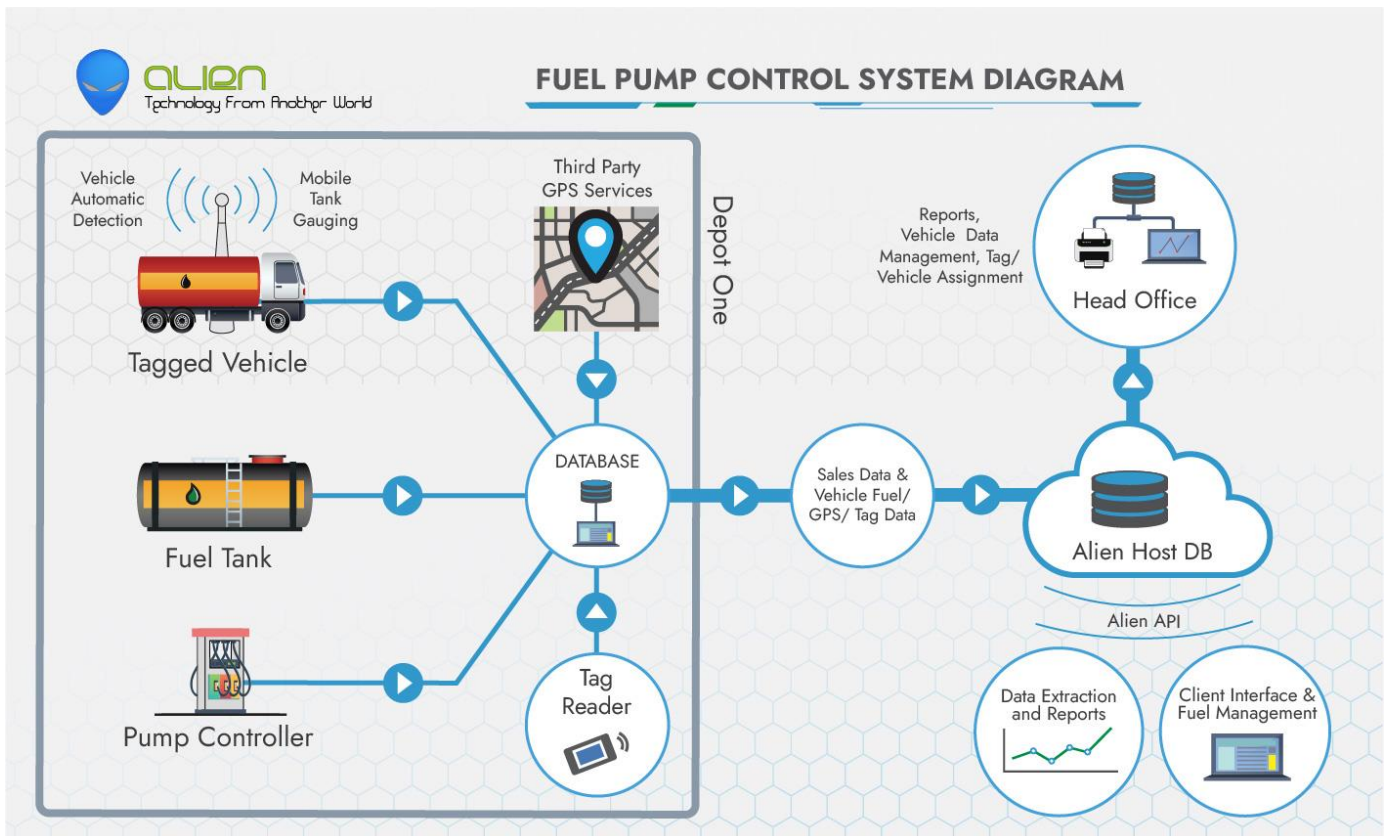
ALIEN WARP[∞] HELP FILES



STOCK

Generation & Delivery of Bulk Orders

Business flow overview



Step 1: In the Configuration tab create a new Supplier & link to group.

Configuration Tools: Data, Devices, Printers, Setup, Security, Audit

Products Data: Colours, **Suppliers**, Manufacturers, Business Data, Ingredients

Suppliers and supplier groups

- POLAR ICE CREAM
- R RAIMONDI'S
- RESTAURANT SERVICE
- RODLYNS
- SG CONVENIENCE STORE
- SIMBA CHIPS
- SWANNIES FRESH FRUIT & VEG
- THE BEVERAGE COMPANY
- TRUCKER SERVICE
- VAALKOM PETROLEUM**
- WALK IN SUPPLIER
- Watts Energy
- WESKAAP BRANDBLUSSERS

Regions

- ☒ All

Add a new supplier or supplier group: VAALKOM PETROLEUM

Code: Orders Email: Process: Internal:

Suppliers belonging to this group

- ☒ VAALKOM PETROLEUM - Acc#:
- ☐ 1 UP CASH & CARRY
- ☐ ARICAN BUNKERS
- ☐ AUTOZONE
- ☐ B BOLAND PACKAGING
- ☐ BAT TOBACO
- ☐ BIDVEST FOODS
- ☐ BOLAND DROE YS
- ☐ BOLAND SKRYFBEHOEFTES
- ☐ BRANDWAG BESPROEING
- ☐ BREEDE RIVIER DISTRIBUTORS
- ☐ BUSY BEE GAS

Step 2: Now in Accounts module, create an Account for the Supplier

Accounts: Manage Accounts, Account Tools

Search: Filters, More

Created: Last Used: As at: All

From: 26 November 2024 02:31:20

To: 26 November 2024 02:31:20

Show in local currency: Show in client currency

Card #: Foreign Acc#

Company: Name: Surname:

Account Type: **Suppliers Accounts**

Card Status: ☒ Active, ☐ Locked, ☐ Closed

Balance: All, < 0, > 0, not 0

BBFWD: All, < 0, > 0, not 0, = 0

Limit: All, < 0, > 0, = 0

Excl. Loyalty, Age accounts, Show Giftcards, Own accounts only, Agent, Custom Category

4 accounts

BbFwd	Limit	Disc.	Loyalty	Prog	Status	Terms	RefAcc	Custom	Company	Name	Surname	Cell	AE-mail	Date
203.89	0.00	0.00	0	0.00	Active	Cash		0	Imbizo Petroleum	Theo	Ferreira	0844481999	johan@imbizo.biz	2013/02/08 11:43:30
203.89	0.00	0.00	0	0.00	Active	Cash		0	Gulfstream Energy	Greg		0832784482	finance@gulfstreamenergy.co.za	2013/02/08 11:50:14
203.89	0.00	0.00	0	0.00	Active	Cash		0	Test Alden	Aide	sdflgh	3453456345		2024/03/05 14:38:54
203.89	0.00	0.00	0	0.00	Active	Cash		0	Watts Energy	afdsf		46456		2024/11/21 13:57:50

815.56

How to create a New Supplier Account

1.) At the top of the screen, click the Manage/Create Accounts tab.

Accounts: Manage Accounts, Import Accounts

Search: Filters, More

Created: Last Used: As at: All

From: 02 July 2024 03:07:11

To: 02 July 2024 03:07:11

Show in local currency: Show in client currency

Card #: Foreign Acc#

Company: Name: Surname:

Account Type: **Suppliers Accounts**

Card Status: ☒ Active, ☐ Locked, ☐ Closed

Balance: All, < 0, > 0, not 0

BBFWD: All, < 0, > 0, not 0, = 0

Limit: All, < 0, > 0, = 0

Excl. Loyalty, Age accounts, Show Giftcards, Own accounts only, Agent, Custom Category

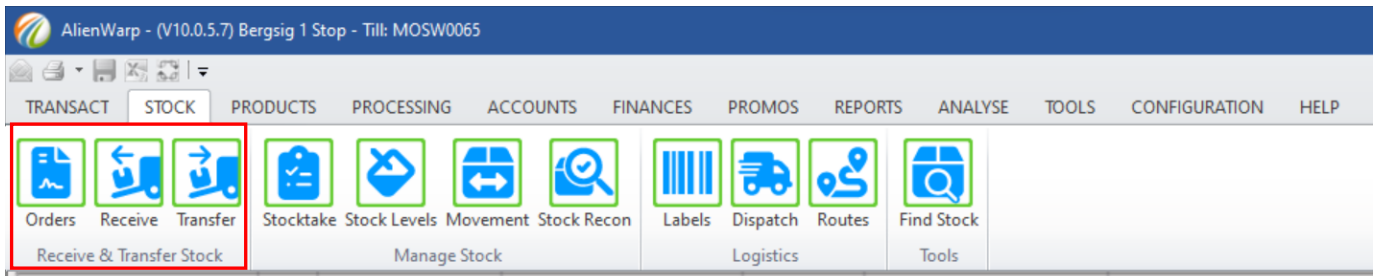
2) Click the New button on the next screen.

- 3) Fill in all the particulars eg. Name, Surname, Business Name, Email and Admin Email, Credit Limit. And select "Active" from the Account Status drop down menu.
- 4) Add an account number, account type will change to "Creditor", then select previously captured Supplier from the dropdown list.
- 5) Select "No Loyalty" and payment terms.
- 6) Before saving, select the currency of the account first! (see Next Image)

*** When all the fields have been filled in click the Save button.

- 7) Once you have clicked on the Save button Alien will generate a 10-digit Account Number.
- 8) Select save button and the account will automatically be created as selected.

Step 3: In the stock module, create a Purchase Order to the Supplier



The Stock Module includes all aspects of Stock management divided into groups under the following headings:

1. Receive & Transfer Stock

Orders: The first tab in this module is used to create Purchase orders to Suppliers

Process flow summary = Select “New” button = Then search products via orange search field - From available products in list (under orange search bar), select appropriate one = the selected product detail will be populated in field Top left – now add Qty in text box on right and select “plus” button. The product ordered, will be in a list populated underneath. The supplier linked to the product will be displayed as soon as “plus” is selected. Repeat these steps till all products you wish to order are on the list. Select delivery date – next, if on a customer account, enter account number – enter customer order - sub account if relevant and reference plus notes if any. Select region and destination for delivery and save.

How to create a New PO to a Supplier Account

- 1) Select “New” button = Then search products in the orange search field - From available products in list (under orange search bar), select the appropriate one = the selected product detail will be populated in field Top left

Click New Order below to start

Pdct#	Name	Stock#	OH	B	c	p	Supplier	Grade	Criteria2	C	Cri	Cri	Criter	Size	Color
5282	Test Diesel	1000024	0.00				ARICAN BUNKERS							n/a	not applicable
1356	Diesel Electric Payout	16500114	0.00				Diesel Electric							n/a	not applicable
659	DIESEL 50 PPM	1000012	48510.00				Fuel supplier group	Diesel 50	Diesel 50	0	0	Fuel	n/a	assorted	

Stock Code	Barcode	Qty	Var	OnHand	S/C Sfx	Price Inc	Cost Inc	Size	Grade	Criteria2	Criteria3	Criteria4	Crite
1000012		50000	31451	79961		23.35	21.00	n/a	assorted	Diesel 50	Diesel 50		0
1000012		50000	31451	79961		23.35	21.00	n/a	assorted	Diesel 50	Diesel 50		0
1000012		50000	31451	79961		23.35	21.00	n/a	assorted	Diesel 50	Diesel 50		0

- 2) Highlight the product you want to order. Add Qty in text box on right and select “plus” button.

2) Choose the correct Region

The screenshot shows the 'Receive Goods' window. A blue arrow points from the text '2) Choose the correct Region' to the 'Region' dropdown menu, which is currently set to 'None'. Another blue arrow points from a box containing the number '3' to the 'Origin' dropdown menu, which is open and showing a list of options including 'SUBS -Sub Correction', 'SU -Supplier', 'MOSD -test', 'JAIL -Theft correction', 'MOSA -Thienis (Lap...', 'WSTE -Wastage', 'ONLN -Web Store', and '(SU) -Supplier'. The 'Origin' dropdown is highlighted with a blue selection bar.

3

3) Choose the Origin from where the stock is received from.

COKE PENINSULA BEVERAGES Auto

Region None Move Category Not Selected

Origin SU -Supplier Doc Date

Invoice No:

Internal order MOSW000103-7-COK Delivery Note:

Dispatch to Not selected Waybill

Document Amount

	Qty	Cost
Delivery		
Discounts		
VAT		0.00
Other		
Total		

Difference

Stock & Charges 5000073 Qty Cost Excl. Disc

Batch# Lot# Serial# Exp

Single: 1 CostEx 6.5000 PriceEx 11.3043

0% Incl. 7.48 Incl. 13.00 PL

Fix GP: 42.50% MU: 1.74

Select storage area Select storage space

Enter invoice number or if internal order, select number from dropdown list

- 4) Search for the items being received, choose the correct items being received
- 5) Notice that the stock code is entered into "Stock and Charges"

Re-print receive document Admin (Support)

Search RFID

Pdct#	Stock Code	Name	Not 0	Ingredient	Short	Supplier Code	Criteria
893	COKE	5000062	-384.00	5449000050519			
893	COKE	5000058	-111.00	5449000000996		5449000256805	
893	COKE	5000061	-107.00	5449000050229			
893	CAPPY	5000624	-22.00	42399322			
893	COKE	5000060	-3.00	5449000256867			
30	COKE 500	5000016	0.00	54492387			
30	COKE 500	5000016	0.00	54492387			

Document Amount

	Qty	Cost
Delivery		
Discounts		
VAT		0.00
Other		
Total		

Difference

Stock & Charges 5000073 Qty Cost Excl. Disc

Batch# Lot# Serial# Exp

Single: 1 CostEx 6.5000 PriceEx 11.3043

0% Incl. 7.48 Incl. 13.00 PL

Fix GP: 42.50% MU: 1.74

Select storage area Select storage space

Labels (Default Thermal Label) Qty 0

- 6) Enter the quantity being received.
- 7) Populate the block by adding all the items being received.

8) Save to have GRV number generated.

The screenshot shows the 'Receive Goods' application window. It features a main table for receiving items, a right-hand panel for document details, and a bottom section for stock and charges.

Callout 7: Points to the 'Criteria' column in the main table.

Item#	Name	Stock#	Criteria	Ordrrd	Deliv	Sent	Inv#	Cost	CostInc	Price	Expi
1	COKE	5000057		72	-	0		7.48			
2	FANTA	5000073		72	-	0		7.30			
3	CAPPY BURST ORANGE	5000624		0	70			3.4600	3.9790	5.000	207
4	CAPPY BURST ORANGE	5000624		0	200			0.00	0.00	5.000	207

Callout 8: Points to the 'Prints' button in the top right corner.

Callout 9: Points to the 'Batch#' field in the 'Stock & Charges' section.

Right Panel Details:

- COKE PENINSULA BEVERAGES
- Region: [Dropdown]
- Origin: [Dropdown]
- Invoice No: 103
- Internal order: [Dropdown]
- Dispatch to: [Dropdown]
- Delivery Note: [Text]
- Waybill: [Text]

Document Amount Table:

	Qty	Cost
Goods	272	242.20
Delivery		0.00
Discounts		
VAT		0.00
Other		0.00
Total		242.20

Stock & Charges Table:

Stock #	Qty	Cost Excl.	Disc
5000624			

Batch Details:

Batch#	Lot#	Serial#	Exp
Single: 1	CostEx: 3.4600	PriceEx: 4.3478	
	Incl: 3.98	Incl: 5.00	
Fix	GP: 20.42%	MU: 1.26	

Labels:

(Default Thermal Label) Qty: 0

9) Cost is optional – You can update the global costs here to include the last Cost and Price

How to Transfer Stock

1) Select the Transfer button to display the screen were.

- 2) Search for the product to be transferred on the search bar.
- 3) Select from the list the specific product linked a supplier.
- 4) The right side of the screen will be populated with the product.
- 5) Enter the quantity cost price and discount if applicable and press enter.
- 6) The product will move to the left block of the screen. Make sure the stock being transferred is "on hand".
- 7) Select save button - a document nr will be assigned. You can now in products module check if the balance of the product was updated.

How do I view received and transferred stock.

8) Select the respective tabs to view the list of stock received and transferred.

TRANSACTION STOCK PRODUCTS ACCOUNTS FINANCES PROMOS REPORTS ANALYSE TOOLS CONFIGURATION HELP

Transfer Received Transferred

From: 7 August 2024 To: 7 August 2024 Own order # Co Doc# IBT# Stock Number

Regions: Botswana BSW North Region North Region RSA Destinations: EXPG -Expired Goods INCIF -Grandtswana IT -In Transit MAST -Masters

Include Stock Corrections Or supplier: None

Date	ibt#	doc#	stock Code	Label Name	Qty	From	To	Cost	CostInc	CostTot
8										

Movement

Transfers

Find Stock

Inv. Accept

Search

Pdct#

Code

Name

Ingredient

Supp. Code

Crit1

Pdct#	Name	Stock#	OH	Barcode	casecode	packcode	palletcode	Supplier	Grade	Criteria2
659	DIESEL 50 PPM	1000012	-294034.07						Diesel 50	Diesel 50
659	DIESEL 50 PPM	2000033	8791.27							
1356	Diesel Electric Payout	16500114	0							
5282	Test Diesel	1000024	-3344							

On Hand

All

>0

<0

=0