

Order

- [Introduction](#)
- [Create Order](#)
- [Update Order](#)
- [View Order](#)
- [Reserve Title](#)
- [Approve Order](#)

Introduction

Following shows a sample window.

The chapter describes features available within the window.

crm-order-en.png

Create Order

Click "New entry", and select order or return

crm-order-en.png

Enter order/return data, then click "Submit"

Click "+ Add line" if needed

so-modal-new-en.png

Update Order

Click "Update" button on right of the order/return

crm-order-en.png

Update order/return data, then click "Update"

Click "+ Add line" if needed

so-update-modal-en.png

View Order

Click "View" button on right of the order/return

crm-order-en.png

Order/return modal appears

so-view-modal-en.png

Reserve Title

Click "Reserve" button to the right of the order/return

crm-order-en.png

After successful attempt, hover mouse to title of order/return, receivable title will appear

reserved-en.png

Approve Order

Click "Approve" button on the right of order/return

crm-order-en.png

When order/return modal appears, click "Approve" or "Disapprove" button to confirm

so-approve-modal-en.png